

CyberQuoll Golden Rules

The Golden Rules About Email

- Never give out your email address to someone you don't know.
- Never open emails from people or organisations/businesses you don't know.
- Email can contain all sorts of bad stuff, like hoaxes and chain mail scams that try to get your money.
- Computer viruses can be carried as attachments to email messages.
- Inappropriate or illegal picture or movie files can be attached to an email message.

The Golden Rules About Smart Searching And Family Friendly Search Engines

- Use family friendly search engines.
- Check sources.
- Recognise what might lead to inappropriate content.

The Golden Rules About What To Do When Things Get Nasty

- Close the window.
- Doesn't work? Close the browser!
- Doesn't work? Shut down the computer or ask a parent or supervisor.
- Your parents can make a complaint to the Australian Broadcasting Authority (ABA) about inappropriate content.
- Remember you will not get into trouble by letting people know what you have stumbled across.

The Golden Rules About Chatting

- You can never be sure that someone is who he or she says they are.
- Never give anyone your real name – use a handle.
- Don't give any other details about where you live, your phone number (including mobile phone number), where you go to school or who your family is.
- Make sure you understand the rules of any chat room you may be in.
- Remember, you may think you can stay anonymous on the Internet, but often people can trace who posted information online, so always be nice to others.

The Golden Rules About Chat Rooms And Online Communication

- Never meet with someone you met online In Real Life.
- If you feel pressured by someone online seek advice from a responsible adult.
- Only give your email address to known friends – never to strangers.
- Seek advice from a responsible adult – never be tempted or pressured to meet someone in real life that you have met online.
- If someone or something disturbs you in a chat room, leave and find one that your parents have agreed you can use.

The Golden Rules About Viruses, Attachments And Online Hoaxes

- Make sure you have a good virus scanner.
- Be wary about emails from someone you don't know.
- If something seems too good to be true, it probably is.
- Be very wary of emails that say 'forward this on to everyone'. These types of emails contain hoaxes and scams and should not be forwarded on!
- Don't log into any banking site that claims you need to update or confirm your password.
- Always keep your passwords secret from others.
- Be careful downloading free files and games from the Internet or via email – they could contain a virus or send you to an inappropriate site.
- Sometimes people can trick you into clicking on a link that sends you to somewhere not nice on the Internet.

The Golden Rules About Netiquette

- Speaking in all caps is considered SHOUTING.
- Be polite, avoid flame wars.
- Don't give out your personal details.
- Don't say anything online you wouldn't say face-to-face. Just because you can't see someone doesn't mean he/she doesn't have feelings.

The Golden Rules About Online Publishing

- Make sure you only put 'safe' pics online.
- Password protect the site with photos.
- Always get permission from your mum, dad, guardian or teacher to create your own site, and get them to review it.
- Personal information should never be entered, even into blogs or discussion groups.
- You need to be very careful with what you put on the Internet, because when it is published, the whole world will be able to see and possibly misuse the information.

The Golden Rule About Credit Cards On The Internet

- When on the Internet, never give out credit card details.

The Golden Rules About Forms And Pop-ups

- Look out for checkboxes that make you agree to Spam!
- Remember the Four W's:
 - Who is asking?
 - What do they want to know from me?
 - Why do they want to know that?
 - What will they do with it?
- Close unwanted pop-up windows with the close button.
- Doesn't work? Close the browser!
- Doesn't work? Shut down the computer or ask a parent or supervisor.
- Be careful filling out online forms, get a parent to help.
- Never enter into forms personal, identifiable information or passwords to things.

The Golden Rules About Mobiles

- Mobile Internet enabled devices such as phones can now access the Internet, take photographs and sometimes record sound.
- Similar safety issues exist with Internet enabled mobiles, so you need to protect your privacy.
- Never give personal information out using your mobile.
- Never open an email from someone you don't know.
- Never use your mobile phone to be unkind to someone, send nasty messages or pictures.
- Be considerate when using your mobile, just as if you were communicating with someone in the real world.
- Tell your mum, dad, teacher or guardian if someone sends you something that makes you feel uncomfortable, or you are bullied.
- Always hang up or leave if you feel uncomfortable about something you have heard or seen on your mobile.