

## What to Trust Online

There are billions of webpages on the world wide web giving us a wealth of information!  
But the fact is, anyone can write and publish a website.  
We therefore need to be really careful when we use the world wide web to gather information because not everything on the web is reliable and trustworthy.

Here are 6 quick checks we can do to evaluate the reliability of websites. Individually, each check doesn't prove reliability, but if a website passes all checks, it is likely that the information they offer is reliable.

- ✓ Professional look – does the site look professional?
- ✓ Quality Information – is the information well written, have no spelling errors, is well detailed?
- ✓ Links - are they working properly?
- ✓ Up-To-Date – is it updated regularly?
- ✓ Address – does the web address relates to website's content?
- ✓ Backed up – is the information backed up by other websites?



Out of the 6 checks above, the last is arguably the most important! If information found on one site, is also found on others, it is highly likely that you can trust the information.

## Copyrights and Copywrongs

### What is Copyright?

Copyright is a law. It is in place to protect people's work and ideas.

If you:

- take people's work (download music/films)
- use people's work (copy text/images from the internet and use it in your work)
- steal people's ideas (create a new vacuum cleaner with Dyson technology)

...without permission and without acknowledging them, then you are breaking copyright law.

### Copyright, Plagiarism and School

In school, you are not allowed to copy other people's content (text / media) from the internet and use it in your own work, as this is classed as plagiarism.

However, this becomes acceptable if you acknowledge the source of the information (declaring where you found it and saying it's not your work) and copying only small amounts.



## Smart Searching

### How search engines work

- Search engines such as Google have a big database (index) containing millions of webpage addresses.
- And in this database, listed alongside each webpage address, are a list of words that appear on the page and the number of times they appear.
- So, when you type in a search term into a search engine, you are not actually searching the web. You are searching the search engine's database for all webpage address that contain your search term.
- And the results are then listed for you, a few milliseconds later.

### Advanced Searching Tips – Boolean Operators

When we search the web, we can use some special 'operators' to help either open up or narrow down our search, for the information that we need.

<b>Normal Search:</b> Cheddar Cheese  Finds <b>only</b> webpages containing the words CHEDDAR and CHEESE (but not necessarily together).	<b>OR Search:</b> Cheddar OR Cheese  Finds webpages containing the word CHEDDAR. Finds webpages containing the word CHEESE. Finds webpages containing the words CHEDDAR and CHEESE but not necessarily together.
<b>Minus Search:</b> Cheddar -Cheese  Finds webpages that have the word CHEDDAR. Ignores webpages that have the word CHEESE.	<b>Quote Search:</b> "Cheddar Cheese"  Will display the sites that have the phrase CHEDDAR CHEESE (both words next to each other)



## Staying Safe Online

The world wide web is amazing! So much information at our finger tips! However, there are quite a lot of dangers online and it is important to be aware of them and know how to avoid them.



Threat	Issue	How to avoid
Chat Rooms	You can't be sure who you are chatting with. They may be online predators looking to cause harm.	Only chat with known friends, perhaps after agreeing a time and knowing each other's online usernames.
Online Fraud	Your personal information / bank details can be intercepted and used without permission	Do not give out personal information online Only use card details on know e-commerce sites, with encryption (padlock)
Cyber Abuse	Bullies and trolls can target you and adversely affect your mental wellbeing	Evidence abuse and tell teachers / family. Spend time away from social media.
Inappropriate Content	The world wide web contains inappropriate content which may not be age appropriate.	Filtering systems can block access to inappropriate materials.
Addiction	Social media and gaming can become very addictive and prevent you from leading a happy, balanced life.	Set periods of time where you are offline. Place your phone in another room when working / having down time.
Malware	Some software can cause harm to you and your computer. Viruses may destroy files / slow your computer. Spyware can record your computer activity, which can be used against you.	Do not download files from unknown sources. Do not open attachments from unknown email addresses. Install and run anti-malware software.

## Key Vocabulary

Key Word	Definition
<b>Evaluate</b>	Finding out about the quality of something
<b>Trustworthiness</b>	How sure we are that the information is correct
<b>Bias</b>	Being unfairly in favour of one thing over another
<b>Reliability</b>	The level to which we can depend on the information
<b>Index</b>	Another name for a database of websites.
<b>Boolean Operators</b>	'AND' 'OR' 'NOT' logic statements used to improve database searches.
<b>Relevance</b>	How close the information matches what you were looking for.
<b>Copyright</b>	A law to protect other people's ideas/work.
<b>Plagiarism</b>	Using other peoples' ideas/work and pretending it is yours
<b>Acknowledgment</b>	Making it clear that text/images in your work belong to someone else and are not your own
<b>Hacking</b>	Gaining access to a computer without being allowed
<b>Forum Trolls</b>	People who hang around chat rooms and forums posting abuse
<b>Pseudonym</b>	An online name – different from a real name. Good to use to keep your identity safe.
<b>Cyber-Abuse</b>	Being tormented, threatened, harassed, humiliated, embarrassed or otherwise targeted by another person using the Internet, interactive and digital technologies or mobile phones
<b>Print-Screen</b>	A way to capture what is on the screen at any given time – a way to evidence online abuse.

## Evidencing Cyber Abuse

Despite how careful you may be online, there may be times that you are unfortunate enough to experience cyber abuse. If it does ever happen to you, it is important to be aware of what to do in order to protect yourself and find help.  
Here are 7 key steps to consider if you ever experience cyber abuse.

1. Record the evidence
2. Tell a parent or teacher or the Police
3. Don't reply to abuse
4. Keep personal information PERSONAL
5. Block users who send abuse
6. Report the abusive users to the online platform
7. Have Time Away...  
...Temporarily Suspend Your Account...  
...or even Delete Your Account

