

Online Teaching Resources

Digital Kids Racer



Samples of

- > Lesson Plans
- > Activity Worksheets
- > Self-Evaluation Sheets

Syllabus

My devices

1. Store
2. Print
3. Capture
4. Interact

My files

1. What is a file?
2. Organize my folders
3. Search and find
4. Start a program

My first article

1. Work with text
2. Give a title
3. Make a list
4. Check and save

My wired world

1. Search for anything
2. Knowledge treasure sites
3. Be polite
4. Safety online

My first presentation

1. All about slides
2. Insert text
3. Insert pictures
4. Presenting is cool

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TASK 3

Be polite

Be nice!

The Internet is not only a source of information, but also a tool with which you can communicate with people all over the world. But you must be polite online, just like you are in real life.

There is a list of rules for proper behavior on the Internet and it's called Netiquette. Netiquette describes the culture of the Internet, for example what is proper to post or send, and how you should present yourself.

*The Golden Rule of Netiquette:
do unto others online as you
would have done to you.*



Communication manners

You must be careful and polite when you communicate via instant messaging, email, blogs and in chat rooms. Don't talk to people that you don't know. Your parents have told you never to talk to strangers. Follow this advice on the Internet, too.

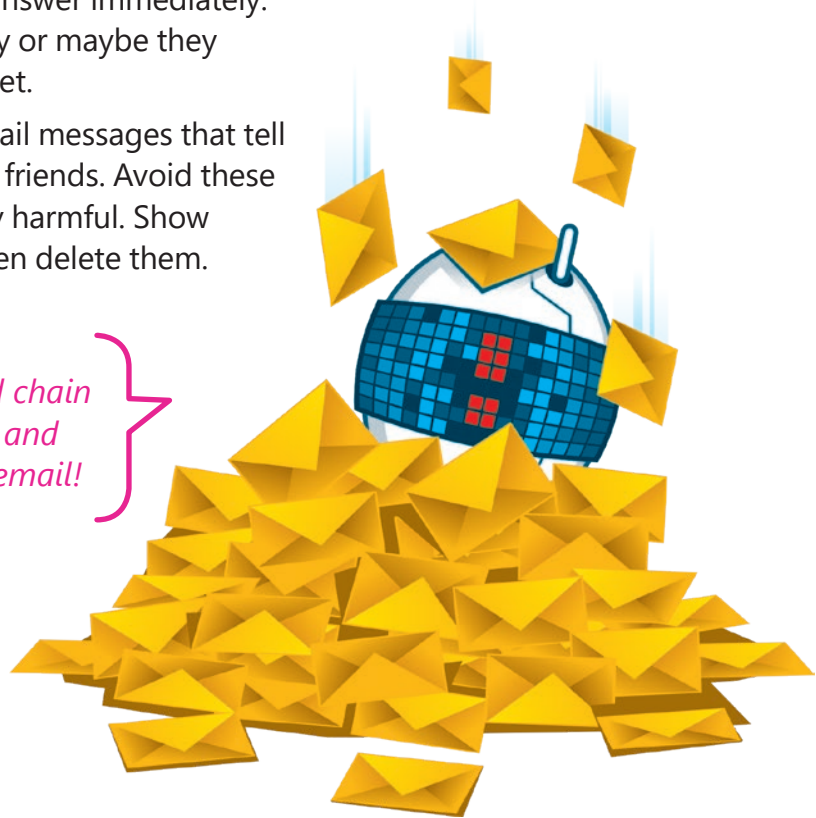


*Today, many schools and
universities around the
world teach their students
about moral and responsible
behavior on the Internet.*

Using email

- > Check your email messages for spelling mistakes and always use a subject title.
- > Don't worry if people don't answer immediately. Be patient! They may be busy or maybe they haven't read your message yet.
- > Don't forward or reply to email messages that tell you to forward them to your friends. Avoid these messages! They can be really harmful. Show them to your parents and then delete them.

Never send chain e-letters and spam via email!



Using blogs

- > Your messages must be brief.
- > Follow the rules of the blog creator.
- > Don't get involved in arguments and don't blame anyone!
- > Never use bad language and you should give your opinion clearly.
- > Always listen to others.
- > If a friend needs help with a website, give as much information as possible.



Be polite in every aspect of your life. Politeness is a virtue not merely something that you have to do.



Using chat rooms

Use emoticons to show your mood.

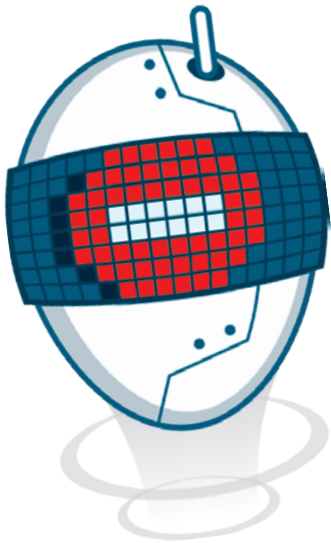
People with whom you communicate online may live across the globe and their culture, language and humor may be really different from yours.

So, be very careful when you use humor, sarcasm and slang.

Always say goodbye and make sure that your friend is also leaving before closing the chat. This is important when you are communicating with someone a long way away.



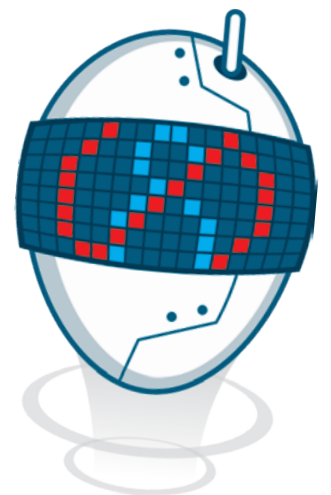
When someone makes a spelling mistake or asks a silly question, be kind. If it's a minor mistake, it's better not to say anything about it. If you need to say something, point it out politely and in private.



Keep in mind that anyone can read your posts in a chat room, even your teachers. So, avoid sending messages using inappropriate language. You should not send heated messages ("flames"), even if you are provoked. Also, you shouldn't share any information that you wouldn't share with a stranger.

Don't give any personal information to people that you don't know, especially if someone asks for your age, phone number or address. If someone does, stop talking to them at once and tell your parents.

Keep in mind that the administrator of a blog or a chat room may "ban" you from writing if you are not polite.



hands on!

1. An email message doesn't need to have a subject title.

Yes

No

2. When someone makes a spelling mistake, point it out in public.

Yes

No

3. When you chat with a person, it is not necessary to know his age.

Yes

No

4. If you feel angry, use emoticons.

Yes

No

5. It is very important to respect the copyright of information you find on the Internet.

Yes

No

6. Only be polite to people who are close to your age.

Yes

No

Read the sentences and color **Yes/No**.



Answer the questions:

- What would you do if someone blamed you in a chat room?
- Have you ever received chain email messages or spam? What did you do? Did you forward them?

