



This project is funded by  
the European Union

# SafeSurfing Module 1

How to use the internet safely and  
How to protect my personal data?

# Who we are



Carrie-Anne



Amy

# The Safe Surfing project



# What is the Safe Surfing Project?



# What are we Going to Learn Today?

- How to stay safe on the internet
- What is personal data
- How to protect your personal data
- Where to ask for help if things go wrong

# We use the internet for many things



When you use the internet,  
you post **A LOT** of information about you online



Would you share this information  
with people you don't know ?



# NO!



# Let's try!

## Is it personal data?

My name ?

My Address?

My age?

Where I work?

My bank account number?

My email?



# What Happens to my Personal Information?



The internet can be dangerous

Everything you share on the internet stays there forever

# Spam

The information you share could be used by companies to send you emails you don't want, or show you adverts!



# How can I Control my Information?

You wouldn't give your house keys to someone you don't know,  
so don't share your passwords either

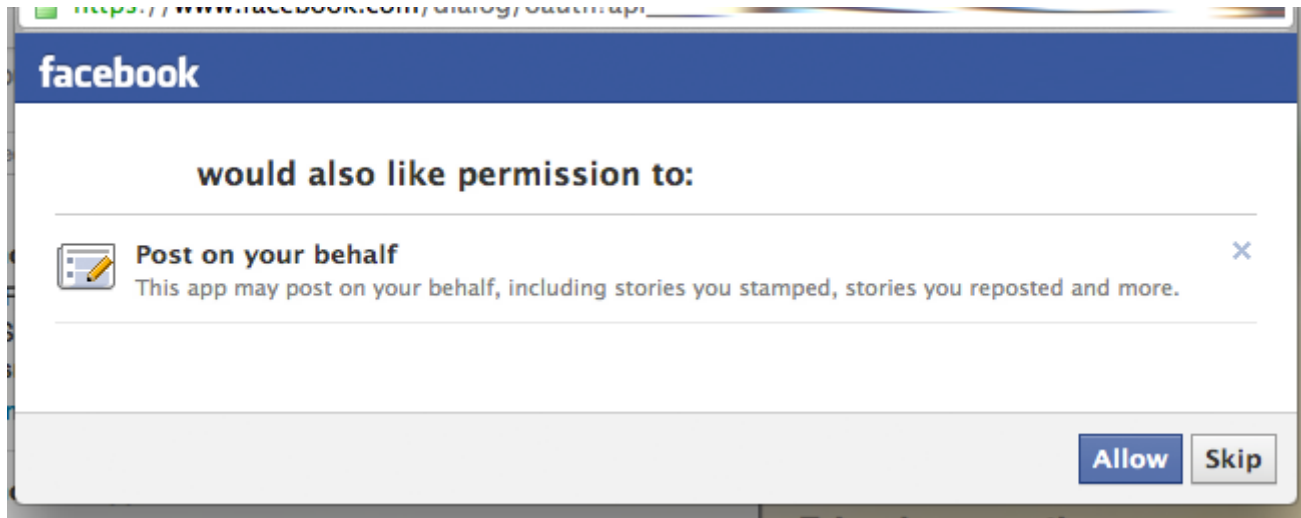




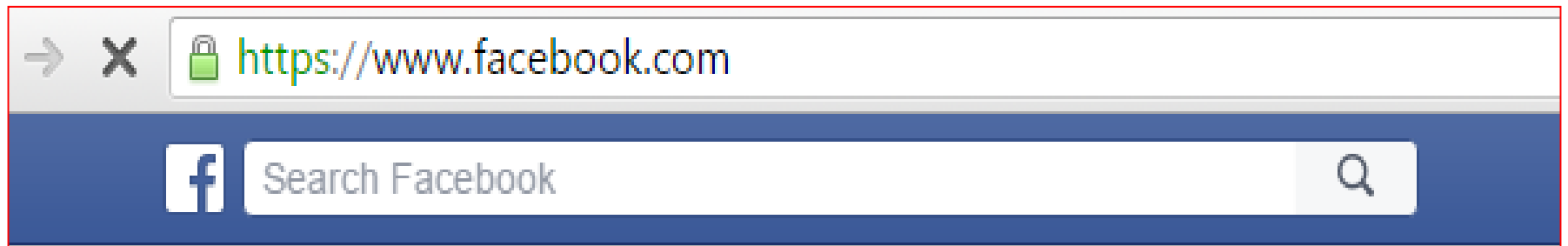
Always remember to log off  
any public computer you use,  
like the ones in libraries or  
community centers.



Do not install applications that ask to use your personal information, or post on social media for you.



# Look out for the S

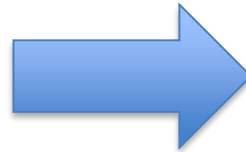
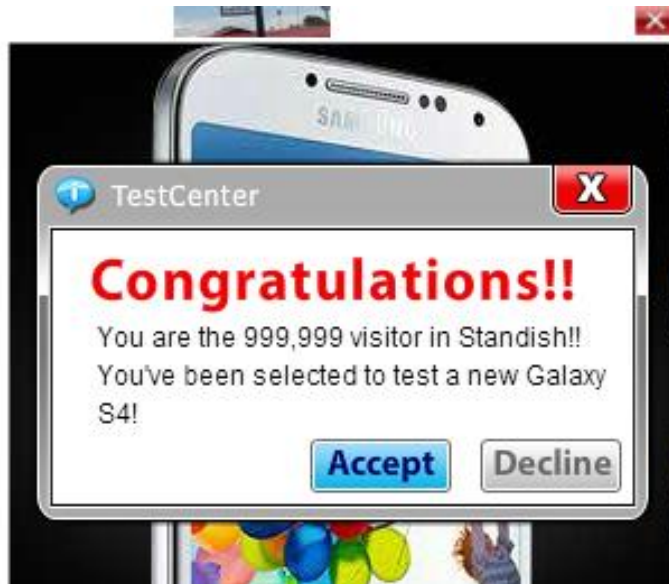


# Don't give your personal information





# Use Anti-Virus Software



# Conditions of Use



# What are My Rights?



You have the right to know  
what happens to your data



You can ask for information  
that you can understand

# Right to be Forgotten



# What Have we Learned Today?

- What is a personal data
- What happens to my personal data
- Why I should be careful when sharing my personal data
- How I can control my information
- What are my rights
- Where to ask for help

# What Have we Learned Today?



# Safe Surfing Session 2

Dangers of internet



# Aims of today's session

Today's training is about the dangers in internet.

The main things we will be looking at are:

- ✓ What is public and what is private?
- ✓ What is a risky situation?
- ✓ How do you feel in a risky situation?
- ✓ People who you trust (pre-course exercise)
- ✓ Organisations that can help.
- ✓ Dangers from other people online.
- ✓ What I have learnt.





# What is Public and What is Private?



# Public and Private



A park is a  
public location

Your bedroom is  
a private location



# Public and Private

Google search results for "BILL GATES".


Approximately 147,000,000 results (0.52 seconds)

**Bill Gates: Home**  
[www.gatesnotes.com/](http://www.gatesnotes.com/) Traducir esta página  
The blog of **Bill Gates**. Sign In. WELCOME BACK Sign In .... Sign up to receive occasional updates from the Gates Notes. Sign Up. Privacy Policy. It looks like ...

**Bill Gates - Wikipedia, la enciclopedia libre**  
[https://es.wikipedia.org/wiki/Bill\\_Gates](https://es.wikipedia.org/wiki/Bill_Gates) Traducir esta página  
William Henry Gates III (Seattle, 28 de octubre de 1955), conocido como **Bill Gates**, es un empresario, informático y filántropo estadounidense, cofundador de la ...  
Anexo:Mayores fortunas - Paul Allen - Microsoft - Melinda Gates

**Bill Gates - Wikipedia, the free encyclopedia**  
[https://en.wikipedia.org/wiki/Bill\\_Gates](https://en.wikipedia.org/wiki/Bill_Gates) Traducir esta página  
William Henry "**Bill**" **Gates** III (born October 28, 1955) is an American business magnate, philanthropist, investor, and computer programmer. In 1975, Gates and ...

**En las noticias**

 **De Mark Zuckerberg a Bill Gates: los últimos millonarios en donar sus fortunas.**  
Fotogalerías de Mercados

**Bill Gates**  
Empresario

William Henry Gates III, conocido como **Bill Gates**, es un empresario, informático y filántropo estadounidense, cofundador de la empresa de software Microsoft junto con Paul Allen. [Wikipedia](#)

**Fecha de nacimiento:** 28 de octubre de 1955 (edad 60), Seattle, Washington, Estados Unidos

**Cónyuge:** Melinda Gates (m. 1994)

**Patrimonio neto:** 79,2 miles de millones USD (2015) Forbes

**Hijos:** Jennifer Katharine Gates, Phoebe Adele Gates, Rory John Gates

## **Lets Talk about Risky Situations Online**

We are not always aware about risky situations we are facing.

It is also important to think about the consequences of our actions.

Lets look at some examples.





# Which of Those Situations are Risky Situations?



Climbing



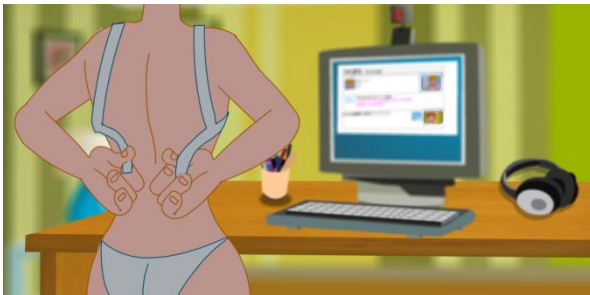
Your password is very common



Texting with friends



Smoking when pregnant



Cybersex with your boy friend or girlfriend



Crossing with red light

# How Do I Feel in a Risky Situation?



Your feelings can be signals of alarm



Sometimes, we are not aware about risky situations we are facing.  
Because of the lack of information.  
Because someone is cheating you.

How does she feel here?

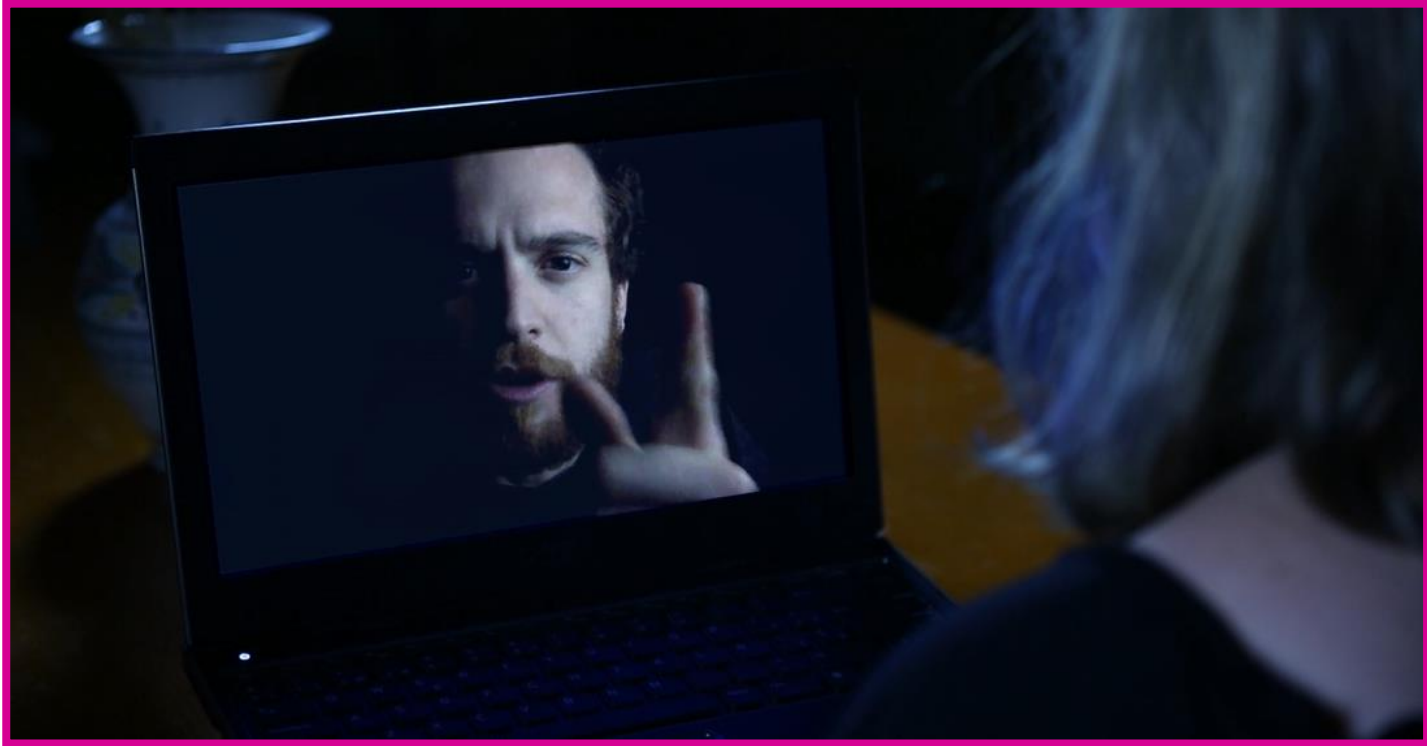


How does she feel here?



What had happened between the first and the second picture?

If something similar happened to you, how would you feel?





- ✗ If something makes us feel 😞 that is a signal of alarm.
- ✗ If something makes us feel 🤔 that is a signal of alarm.
- ✗ If something makes us feel 😡 that is a signal of alarm.
- ✗ If something makes us feel 😭 that is a signal of alarm.
- ✗ If something makes us feel 😓 , that is a signal of alarm.



If any of these happen to you,  
it is advisable to ask for help from  
someone on whom you can rely.

# People Who You Can Trust





# Types of Danger



From Other People



Dangers or bullying from another person or people.



Dangers Other People



Cyberbullying





Dangers Other People



**Sexting**



Consent?

# Conclusions of My Experience

What have I Learnt Today?



# Finally...

## Let's build some tips together!

1. ....
2. ....
3. ....

Has anyone got any questions  
about any of these tips?



# Thank you!

As always, please contact us if you have any questions about the internet!



And Remember...  
Have Fun Online  
But Always be Safe.  
Better Safe than Sorry!





This project is funded by  
the European Union

# How to stay safe using the internet & App's

This project wants to help people with learning disabilities use the Internet safely.



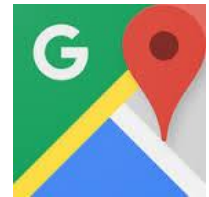
There are lots of things you can do with mobile devices, (such as mobile phones, smartphones, tablets and i-Pads).



You can go on the Internet,  
you can share pictures and  
information on Social Networks,  
you can keep in touch with friends  
and you can download apps and  
online games



# What Apps Do You Use?



You may find several apps on your tablet or mobile phone.



You may find others on the Internet.

Some apps are free but some you have to pay for.



Many apps require your personal data.

# Facebook



Facebook allows you to keep in touch  
with your friends.

You can also post about what you are doing and where  
you are.

A screenshot of the Facebook registration page. The page has a blue header with the Facebook logo and a login section. The main content area is light blue and features a registration form. On the left, there is a graphic showing a network of people connected by lines. The registration form includes fields for Name, Surname, Email, and Password, as well as a date of birth selector and gender options. A green 'Registrazione' button is at the bottom.

facebook

E-mail o telefono Password **Accedi**

☐ Resta collegato ☐ Hai dimenticato la password?

**Registrazione**  
È gratis e lo sarà sempre.

Nome  Cognome

La tua e-mail

Re-inserisci l'e-mail

Nuova password

Compleanno:  
Giorno:  Mese:  Anno:  Perché devo fornire la mia data di nascita?

☐ Donna ☐ Uomo

Cliccando su Registrazione, accetti le nostre Condizioni e confermi di aver letto la nostra Normativa sull'utilizzo dei dati, compresa la sezione relativa all'uso dei cookie.

**Registrazione**



# Instagram



Instagram is an app  
for pictures.

You can take pictures  
and post them online.



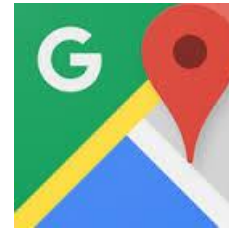
# Whatsapp



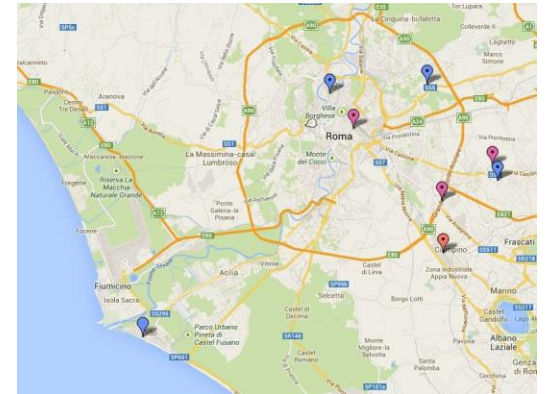
Whatsapp is an app  
that is used for texting  
and chatting with contacts  
in our mobile phone or  
smartphone list.



# Google Maps



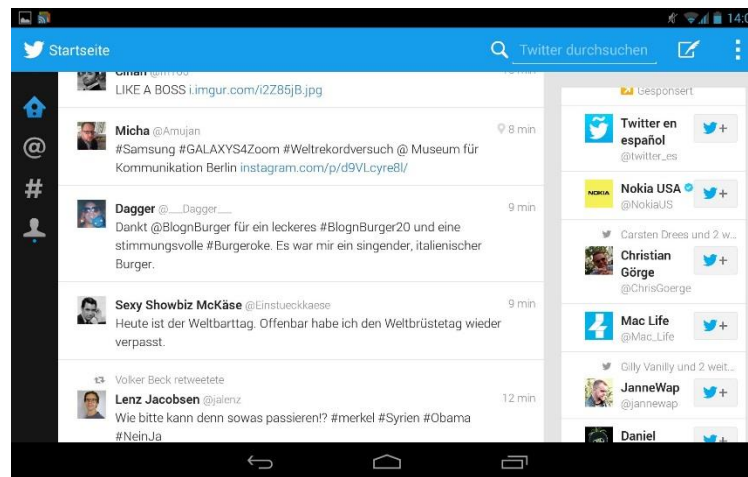
Google Maps is an app that is useful to look for streets or places we do not know.



# Twitter



Twitter allows you to post about what you are doing and pictures, like Facebook.  
You can also “follow” other people to see what they are doing



# YouTube

Is another way of sharing videos

When we take a video of ourself or of our friends and we upload it, we have to remember that other people can watch them.

Even people we don't know!



# Some Questions

If we post a photo on Facebook,  
who is going to see it?

Is it good to post where we are?

Can the videos that we put on  
YouTube be seen on Facebook?



# Risks

Even though being online can be really fun and useful  
we need to be aware of the dangers.

It is important to know how to be online safely.



# Games

Many games can be downloaded for free.

For example Farmville or Candy Crush





# Staying Safe

Do not give people your mobile phone, tablet or smartphone because they may read your personal data.

Use a code or a password to protect personal data on your mobile device.

Dont give anyone you do not know your phone number.

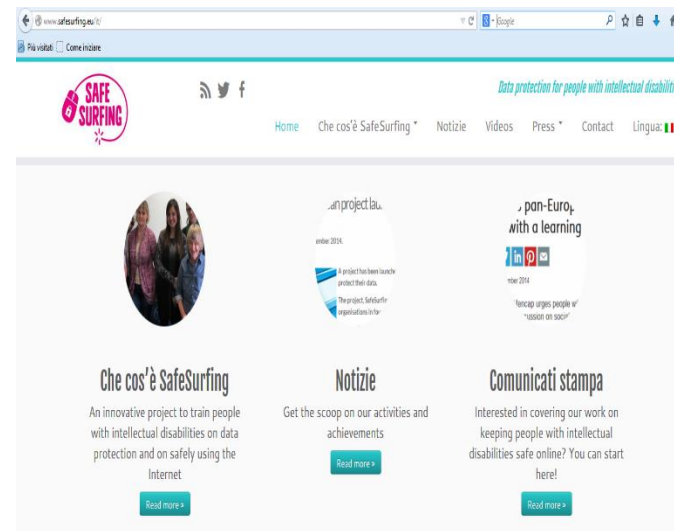
Be careful on what wifi connection you use.



# Thank you!

In order to receive more information on this issues and to have a look at other videos, you can visit the website [www.safesurfing.eu](http://www.safesurfing.eu) and if you have more questions you may get in touch with us by sending a message to

[CarrieAnne.Ferrie@Mencap.org.uk](mailto:CarrieAnne.Ferrie@Mencap.org.uk)





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the European Union

# SafeSurfing Module 4

## Facebook and Browser Safety

# What are we going to Learn Today?

- What is private information
- Why You should protect it
- Logging off shared computers



# Facebook

Now we are going to look at Facebook and show you lots of helpful ways to stay safe and keep your personal data safe.



# Saving Password and Staying Logged in the Browser

← → ↻ <https://www.facebook.com> ☆

**facebook**

Email or Phone


Password

Log In

☐ Keep me logged in

[Forgotten your password?](#)

Facebook helps you connect and share with the people in your life.



## Create an account

It's free and always will be.

First name

Surname

Email or mobile number

Re-enter email or mobile number

New password

### Birthday

Day  ▼ Month  ▼ Year  ▼

[Why do I need to provide my date of birth?](#)

☐ Female ☐ Male

By clicking Create an account, you agree to our [Terms](#) and that you have read our [Data Policy](#), including our [Cookie Use](#).

Create an account

---

[Create a Page](#) for a celebrity, band or business.

# Deleting Password in the Browser




Email or Phone

Password

☐ Keep me logged in

[Forgotten your password?](#)



Thanks for stopping by!  
We hope to see you again soon.

## Sign Up

It's free and always will be.

Day

Month

Year

[Why do I need to provide my date of birth?](#)

☐ Female ☐ Male

By clicking Sign Up, you agree to our [Terms](#) and that you have read our [Data Policy](#), including our [Cookie Use](#).

Sign Up

[Create a Page](#) for a celebrity, band or business.

New tab  
New window  
New incognito window

Ctrl+T  
Ctrl+N  
Ctrl+Shift+N

History  
Downloads  
Bookmarks

Ctrl+J

Zoom  
- 100% +

Print...  
Find...  
More tools

Ctrl+P  
Ctrl+F

Edit  
Cut  
Copy  
Paste

Settings  
Help  
Exit

Ctrl+Shift+Q

Chrome

Settings

Search settings

History

Extensions

Settings



About

Sign in

Sign in to get your bookmarks, history, passwords and other settings on all your devices. You'll also automatically be signed in to your Google services. [Learn more](#)

Sign in to Chrome

On startup

- ☐ Open the New Tab page
- ☐ Continue where you left off
- ☒ Open a specific page or set of pages.  Set pages 

Appearance

Get themes Reset to default theme


- ☐ Show Home button
- ☐ Always show the bookmarks bar

Search

Set which search engine is used when searching from the [omnibox](#).

Google Manage search engines...

People

 Person 1 (current)

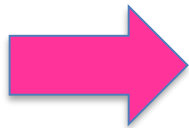
- ☒ Enable Guest browsing
- ☒ Let anyone add a person to Chrome

Add person... Edit... Remove... Import bookmarks and settings...

Default browser

Google Chrome is not currently your default browser.

[Show advanced settings...](#)





## Chrome

## Settings

[Manage search engines...](#)[History](#)[Extensions](#)[Settings](#)[About](#)

## People

**Person 1 (current)**☒ Enable Guest browsing☒ Let anyone add a person to Chrome[Add person...](#)[Edit...](#)[Remove...](#)[Import bookmarks and settings...](#)

## Default browser

Google Chrome is not currently your default browser.

## Privacy

[Content settings...](#)[Clear browsing data...](#)

Google Chrome may use web services to improve your browsing experience. You may optionally disable these services. [Learn more](#)

☒ Use a web service to help resolve navigation errors☒ Use a prediction service to help complete searches and URLs typed in the address bar or the app launcher search box☒ Prefetch resources to load pages more quickly☐ Automatically report details of possible security incidents to Google☒ Protect you and your device from dangerous sites☐ Use a web service to help resolve spelling errors☐ Automatically send usage statistics and crash reports to Google☐ Send a "Do Not Track" request with your browsing traffic

## Passwords and forms

☒ Enable Autofill to fill out web forms in a single click. [Manage autofill settings](#)☐ Offer to save your web passwords. [Manage passwords](#)

## Web content

Font size:

Medium

[Customize fonts...](#)

Page zoom:

100%



## Network

- ☒ Enable Guest browsing
  - ☒ Let anyone add a person to Chrome
- [Add person...](#) [Edit...](#) [Remove...](#) [Import bookmarks and settings...](#)

## Default browser

Google Chrome is not current

## Privacy

[Content settings...](#) [Clear...](#)

Google Chrome may use we  
services. [Learn more](#)

- ☒ Use a web service to help
- ☒ Use a prediction service f  
search box
- ☒ Prefetch resources to loa
- ☐ Automatically report det
- ☒ Protect you and your dev
- ☐ Use a web service to help
- ☐ Automatically send usag
- ☐ Send a "Do Not Track" re

## Passwords and forms

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- ☐ Offer to save your web passwords. [Manage passwords](#)

## Web content

Font size: [Medium](#) [Customize fonts...](#)

Passwords

Saved passwords

Search passwords

Your saved passwords will appear here. [Learn more](#)

Never saved

Sites which never save passwords will appear here. [Learn more](#)

Access your passwords from any device at [passwords.google.com](#)

Done

## Chrome

## Settings

[Manage search engines...](#)[History](#)[Extensions](#)[Settings](#)[About](#)

## People

**Person 1 (current)**☒ Enable Guest browsing☒ Let anyone add a person to Chrome[Add person...](#)[Edit...](#)[Remove...](#)[Import bookmarks and settings...](#)

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Font size:

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[Customize fonts...](#)

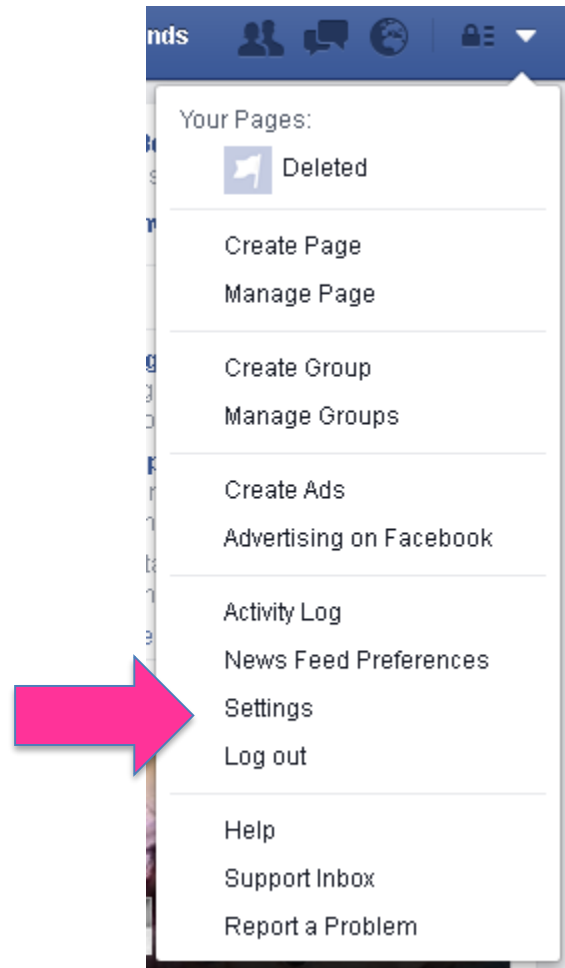
Page zoom:

100%



## Network

# Setting Profile as Public



- General
- Security

- Privacy**
- Timeline and Tagging
- Blocking
- Language

- Notifications
- Mobile
- Followers

- Apps
- Adverts
- Payments
- Support Inbox
- Videos

## Privacy Settings and Tools

### Who can see my stuff?

### Who can see your future posts?

[Close](#)

You can manage the privacy of things you share by using the audience selector [right where you post](#). This control remembers your selection so future posts will be shared with the same audience unless you change it.

What's on your mind?



Custom

Post

Who should see this?

**Public**

Anyone on or off Facebook

**Friends**

Your friends on Facebook

**Only Me**

Only Me

**Remember:** You changed this setting inline when you

Review all your posts and things you're tagged in

Limit the audience for posts you've shared with friends of friends or Public?

### Who can contact me?

### Who can send you friend requests?

[Edit](#)

# Setting Profile as Private

The screenshot shows the Facebook 'Privacy Settings and Tools' page. On the left is a sidebar menu with options: General, Security, Privacy (highlighted), Timeline and Tagging, Blocking, Language, Notifications, Mobile, Followers, Apps, Adverts, Payments, Support Inbox, and Videos. The main content area is titled 'Privacy Settings and Tools' and contains three sections: 'Who can see my stuff?', 'Who can see your future posts?', and 'Who can contact me?'. The 'Who can see your future posts?' section is active, showing a text input field 'What's on your mind?' and a 'Post' button. Below the input field is a 'Remember' note and a 'Review all your posts and things you're tagged in' link. A pink arrow points to the 'Custom' dropdown menu, which is open, showing options: 'Public' (Anyone on or off Facebook), 'Friends' (Your friends on Facebook), and 'Only Me' (Only Me). The 'Public' option is currently selected. A 'Close' link is visible in the top right of the main content area.

**Privacy Settings and Tools**

**Who can see my stuff?**

**Who can see your future posts?** [Close](#)

You can manage the privacy of things you share by using the audience selector [right where you post](#). This control remembers your selection so future posts will be shared with the same audience unless you change it.

What's on your mind?

[Custom](#) [Post](#)

**Remember:** You changed this setting inline when you...

[Review all your posts and things you're tagged in](#)

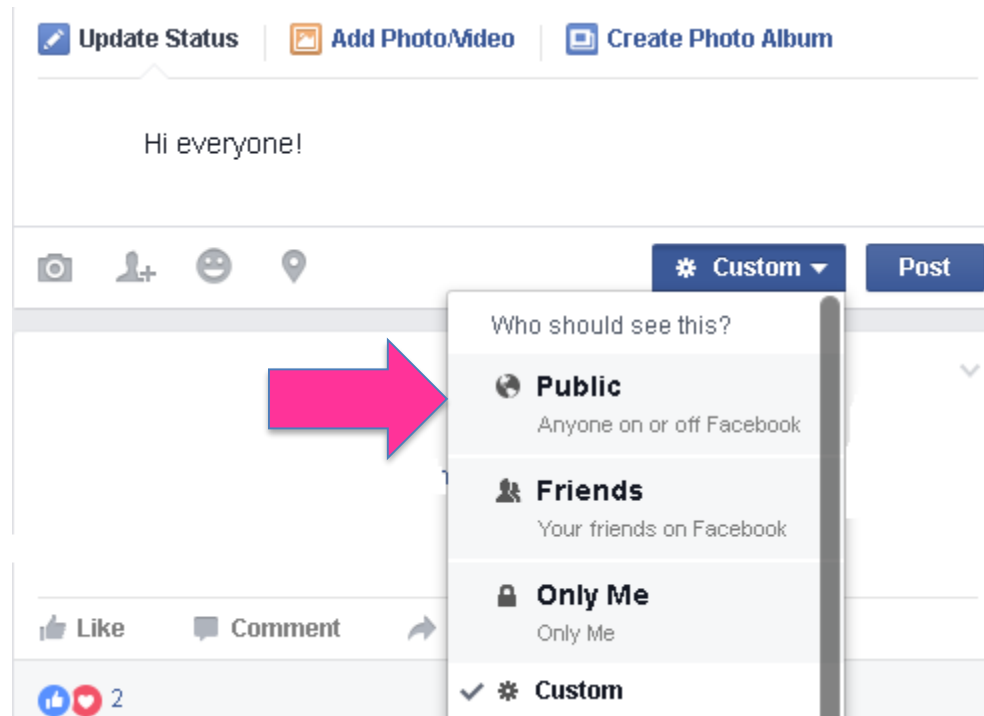
Limit the audience for posts you share to friends, friends of friends or Public?

**Who should see this?**

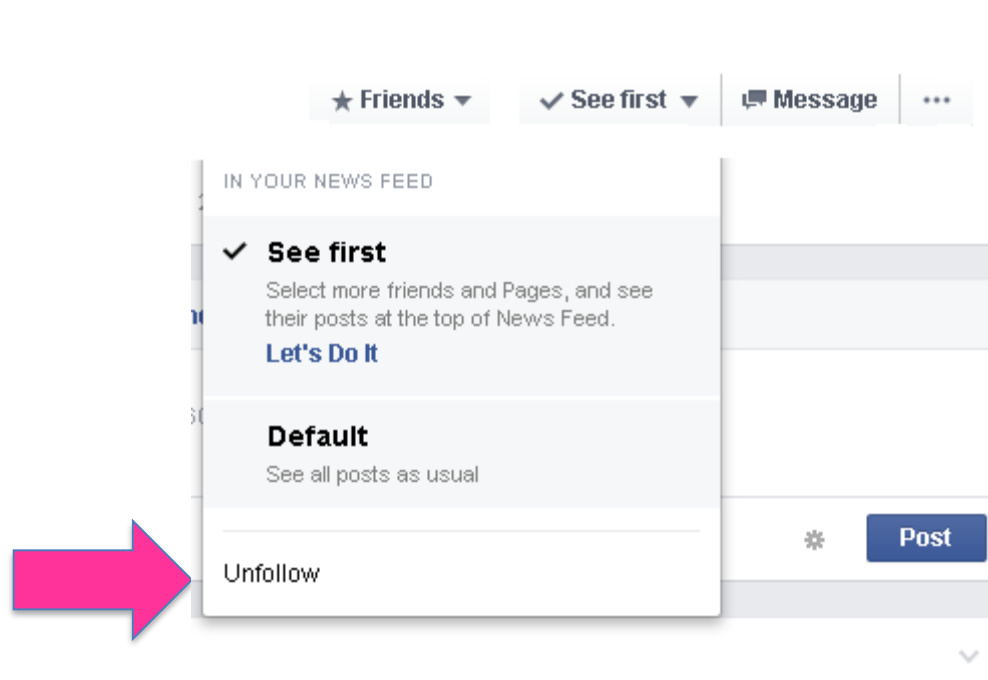
- Public**  
Anyone on or off Facebook [Use Activity Log](#)
- Friends**  
Your friends on Facebook [Limit Past Posts](#)
- Only Me**  
Only Me [Edit](#)

**Who can contact me?** Who can send you friend requests?

# Public and Private Posts

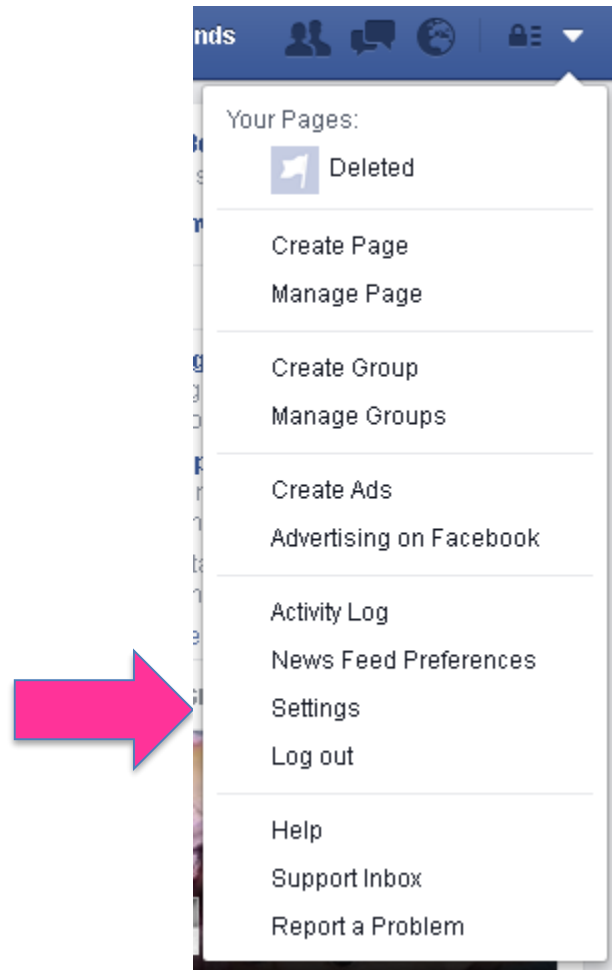


# Following





# How to Block Someone



⚙ General

🛡 Security

🔒 Privacy

📅 Timeline and Tagging

➖ Blocking

🌐 Language

🌐 Notifications

📱 Mobile

📡 Followers

## Manage blocking

### Restricted List

When you add a friend to your Restricted List, they won't see posts on Facebook that you share only to Friends. They may still see things you share to Public or on a mutual friend's Timeline, and posts they're tagged in. Facebook doesn't notify your friends when you add them to your Restricted List. [Learn more.](#)

[Edit List](#)

### Block users

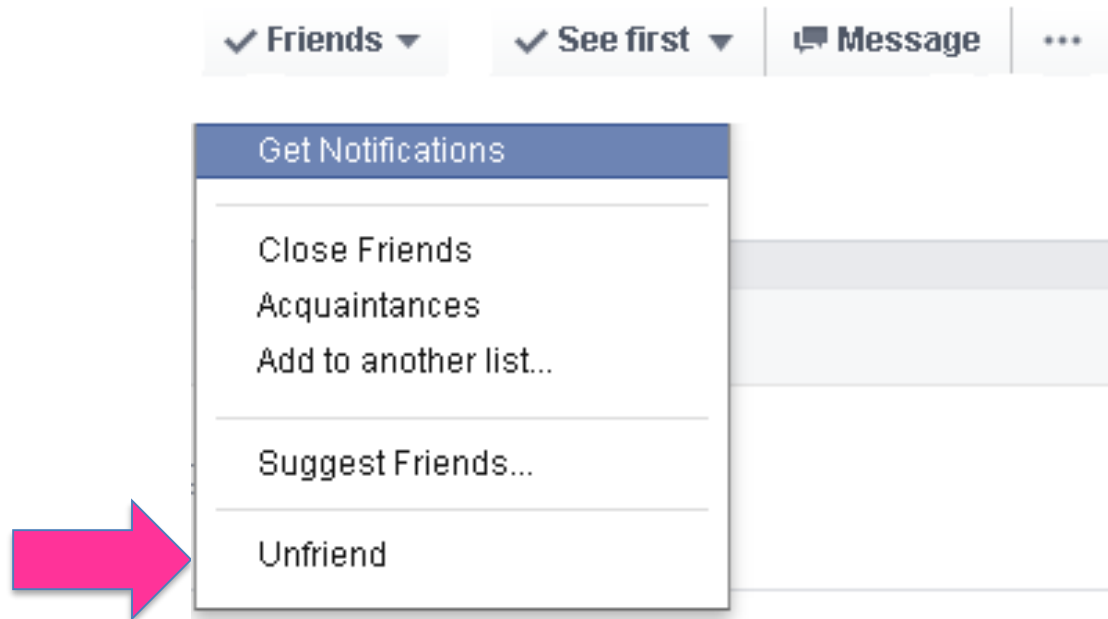
Once you block someone, that person can no longer see things you post on your timeline, tag you, invite you to events or groups, start a conversation with you, or add you as a friend. Note: Does not include apps, games or groups you both participate in.



Block users

Block

# How to Unfriend Someone



# In Summary



# Thank you

We look forward to seeing you for the next session





This project is funded by  
the European Union

# SafeSurfing Module 5

# The Safe Surfing Project



# Who we are



Carrie-Anne



Richard



# Aims of Today's Session

To remind ourselves this is what we have learnt in the training so far, including:

- Why the internet can be great
- Why we need to be careful on the internet
- Who to share information with
- What information to share
- How to get help
- Final tips about how to be safe



# Why the Internet can be Great!

Fill in petitions

Play Games

Watch funny videos

Stay in touch with family

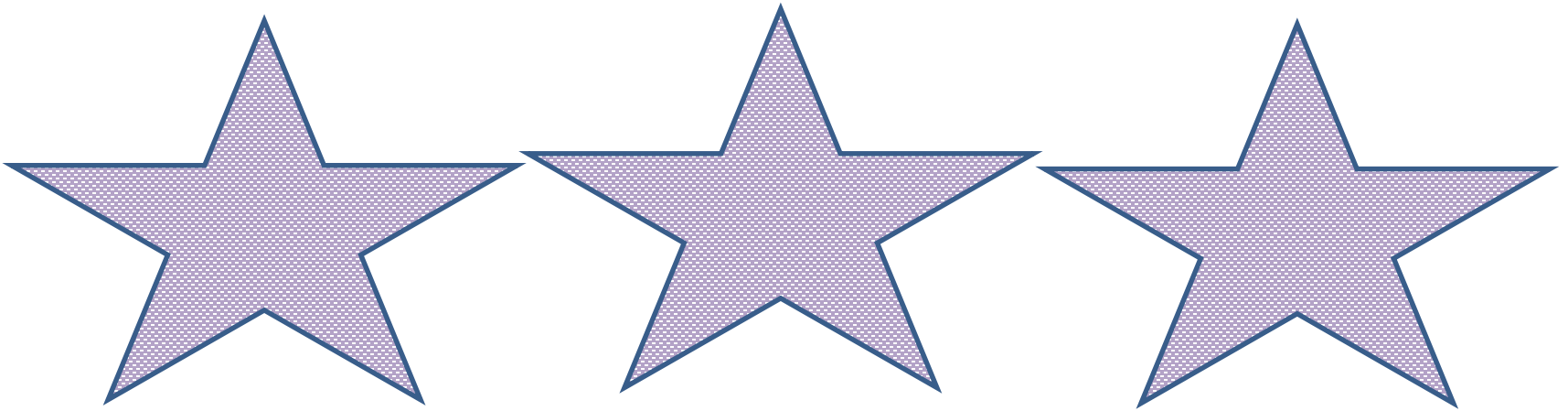
Online dating

Email complaints when I'm not happy

Make new friends

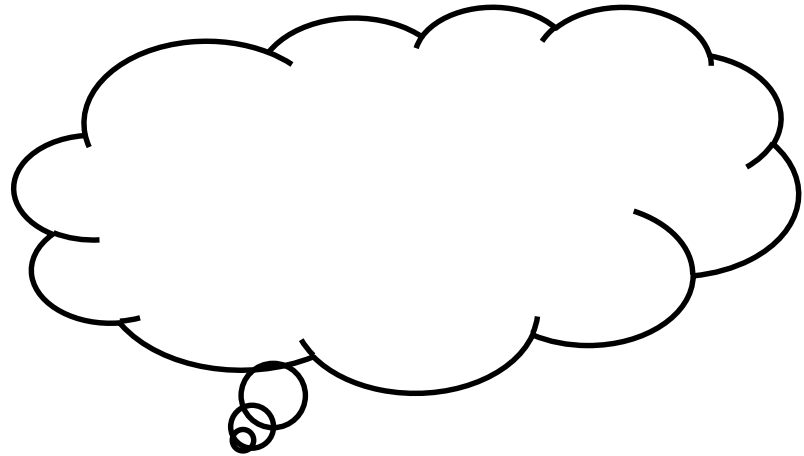
# Why the internet can be great!

**Exercise: Three stars and a wish**



# ***BUT, We do Need to be Careful on the Internet***

## **Exercise: Three stars and a wish**



**What is your wish?**

# Who do you share your information with?

We need to think about:

**Who** we share our information w

**When** we share it with them

**Where** we share it with them



# Who do you share your information with?

## Exercise: Online and Offline Friends



A Venn diagram consisting of three overlapping circles arranged horizontally. The leftmost circle is labeled 'People I know online' in green text. The middle circle is labeled 'People I know online & off of the Internet (Offline)' in purple text. The rightmost circle is labeled 'People I know off of the internet (offline)' in red text. The circles overlap in pairs and in the center.

**People I  
know  
online**

**People I  
know online  
& off of the  
Internet  
(Offline)**

**People I  
know off  
of the  
internet  
(offline)**

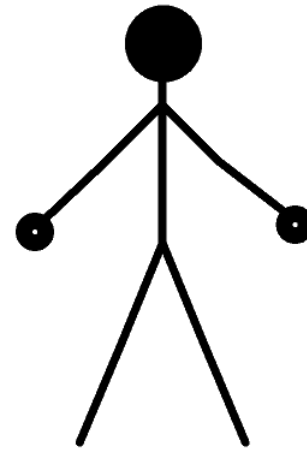
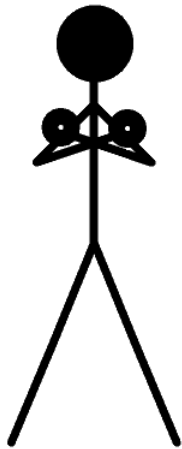
# What Information Should you Share Online?

There are lots of *different types of information* about yourself

- Some is *private* information – no one should know it apart from you and your close family or carer
- Some information can be *shared* with some people that *you know well*
- And some information is ok to *share* with *anyone* that you want to share it with

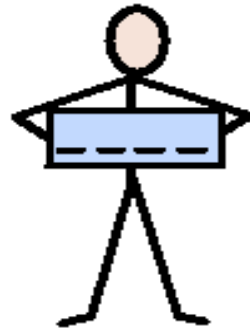
# What Information Should you Share Online?

**Exercise: Keep it Safe or Share it?**





# Safe or Share?



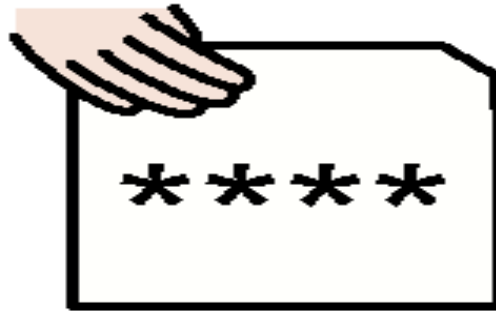
Full name

# Safe or Share?



Age

# Safe or Share?

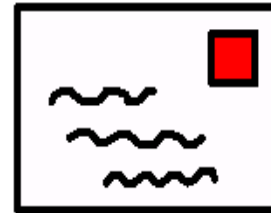


Password

# Safe or Share?



**Work**



**Address**

# Safe or Share?



Hobbies

# Safe or Share?

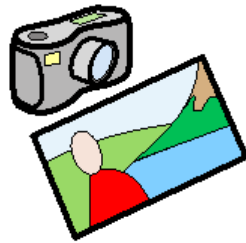


Favourite



colour

# Safe or Share?



Photo

of



me

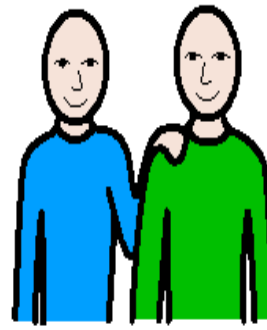
# Safe or Share?



Film

of

my



friend



# How to get help?



**Do you?**



Ignore it



Sort it out yourself

Ask someone for help



# How to Get Help?

**Correct!**

But, who would you ask for help?



# How to Get Help?

- Parent/Guardian
- Sibling
- Other family member (Uncle/Auntie/Cousin/Grandparents etc.)
- Friends
- Staff member/colleague
- Other trusted adult outside of school ( like an adult who runs a club you attend)
- Police
- Helpline
- Website
- Using reporting buttons/tools on a site/service

# How to Get Help?

We need to remember that if anything on the internet worries or upsets us, we must:

- Always tell someone
- Always report it
- Always block someone
- Always save the evidence

In the UK, the organisation that helps us with this is called the  
**Information Commissioners Office.**

They can be found at the website: [ico.org.uk/](https://ico.org.uk/)

# Finally, some Key Tips!

## Amy and Dean's Key Tips:



# The Tips

1. Look out for the S: on website addresses
2. Don't put your personal details on the internet
3. Don't add people you don't know on social media and keep your profile secure
4. Beware of Trolls
5. Beware of the link in emails from people you don't know

*Has anyone got any questions about any of these tips?*

# Thank you!

As always, please contact us if you have any questions about the internet:

Carrie-Anne –  
[CarrieAnne.Ferrie@Mencap.org.uk](mailto:CarrieAnne.Ferrie@Mencap.org.uk)

# Evaluation

Please complete the participation form on the link below to receive your certificate

<http://www.safesurfing.eu/participation/>



Please complete the evaluation - it helps us make the training better!

<http://www.safesurfing.eu/evaluation>



**And remember...**  
**Have fun online but**  
**always be safe!**

