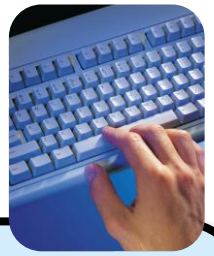


# 10 Internet Use Tips for Teachers



**1.** Don't allow possible problems with internet use stop you from making the most of technology both in your professional and personal life.

**2.** If your employer has guidelines for internet use, be aware of them. DEECD employees should be familiar with *Using Social Media: Guide for Department Employees*.

**3.** Develop school internet use policies for your staff, students and families. Make sure all members of the school community are aware of your policies.

**4.** Teach your students about internet safety regularly and authentically (eg. through educational blogging). Make use of online resources such as *Cybersmart* ([www.cybersmart.gov.au](http://www.cybersmart.gov.au)) and *NetSmartz* ([www.netsmartz.org](http://www.netsmartz.org)).

**5.** To use the internet effectively and legally, students should also be taught about plagiarism, copyright, Creative Commons, search engines and effective research techniques.

**6.** Find out what your students do online when they're outside of your classroom. If you're not sure about the online spaces that your students and school community are using, take time to explore and learn.

**7.** If students or parents approach you with issues regarding cyber bullying or safe internet use, it's important to deal with them. Encourage your students to talk to you about any concerns they might be having with their internet use.

**8.** Choose sensible names for your usernames, email addresses etc. Use strong passwords and change them a number of times a year.

**9.** Protect your digital reputation: don't put anything online that you wouldn't want your friends, family, colleagues and employers to see. Use privacy settings.

**10.** Avoid adding students and parents as friends on social networks unless your account is purely professional and the students above the age restriction.