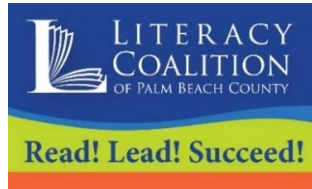


READ and THINK before you ACT.



Leading through Reading

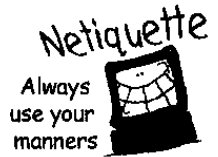
Onscreen Kindness (3-5)

READ

Have you heard of the word “netiquette?” It is all about using your manners when you are onscreen. Since we are using our technology so much, it is a perfect time to check yourself on onscreen kindness! Are you being kind and polite when you are using technology to speak to others?

Here are three helpful tips:

- ✓ **Respect others’ feelings.** Remember you are talking to a real person. People have ideas, feelings and opinions of their own. Be aware of the words you choose. Avoid using all caps and exclamation marks. Be polite. Avoid sarcasm. Be encouraging. Always ask yourself, would I say this to someone’s face? Reread before you send. Treat others as you would want to be treated, be patient and forgiving. Not everyone realizes the importance of netiquette.
- ✓ **Respect yourself.** Be safe. Be aware of your surroundings. Know where you are in cyberspace. Be cautious where you go and who you speak to online. Behave as if you are interacting in person. Protect your image, privacy and reputation. Only post appropriate photos and words. Behave. You can get caught doing things you should not be doing online just like you can in real life.
- ✓ **Respect others’ time and privacy.** Be concise. Keep your posts, texts and emails to a minimum number of words. Wait until your contacts explore your first message and respond with questions or comments. Remember not everyone will respond or respond in the way that you wish them to do when you want them to do it. Do not repeatedly resend or rephrase to continue to ask the same question or make the same statements. There will be times online when you do not have the audience that you want. It is not always about you or your message. Even in times like this, people are busy. Lastly, never ever share others’ private information.



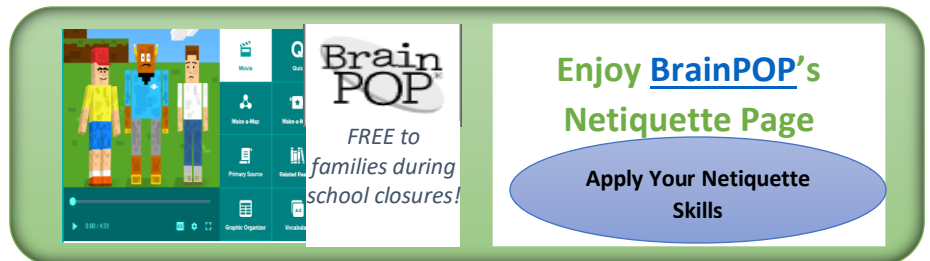
These tips were adapted from: [7 Rules from Online Etiquette](#) and [Internet Etiquette or Netiquette](#) by Jennifer Rudd

THINK What is cyberbullying? Can you be a cyberbully if you always mind your manners when you are online?

ACT



Click on the frame above to watch a video



Click on the word 'BrainPOP' above for more reading, movies and games.

This at-home educational activity is from the Literacy Coalition of Palm Beach County's literacy-based social emotional learning program. *Read! Lead! Succeed!* is made possible with support from Prime Time Palm Beach County, Inc., which receives significant funding for its overall operations from the Children's Services Council of Palm Beach County.

Sharing is caring! Send us a picture of you and your *Lead! Read! Succeed!* projects to nbirardi@literacypbc.org