Rules for using the Internet and ensuring your own
safety when working online

You should know this:

- When communicating on the Internet, do not tell strangers about yourself. Only your friends and family should know where you live, study, and your phone number.
- Do not send photos to people you do not know. Do not let strangers see photos of you, your friends, or your family.
- Do not meet people from the Internet in person without your parents. On the Internet, many people embellish themselves and tell lies about themselves.
- When communicating on the Internet, be friendly with others. Do not write rude words.
- You can accidentally offend someone.
- If someone upset or offended you, be sure to tell your parents.

Basic rules for working online

You should know this:

- When registering on websites, try not to provide personal information on the Internet, as it may be available to strangers. Also,
- it is not recommended to post your photo, thereby giving strangers an idea of what you look like.
- Use a webcam only when communicating with friends. Make sure that strangers cannot see your conversation, as it may be recorded.
- Do not respond to Spam (unwanted e-mail).
- Do not open files sent by people you do not know. You cannot know what these files actually contain - they may contain viruses or photos/videos with "aggressive" content.
- Do not add strangers to your contact list in IM (ICQ, MSN messenger, etc.)
- the sender will know that you are using your e-mail box and will continue to send you spam.
- If you receive a message from an unfamiliar address, it is better not to open it.
- Such letters may contain viruses.
- If you receive letters with unpleasant or offensive content, if someone behaves inappropriately towards you, tell an adult about it.
- If someone you meet online asks you to meet in real life, let them know that you will be meeting them with an adult. If your virtual friend is who they say they are, they will be fine with you taking care of your own safety.
- If you have questions or problems when working online, be sure to tell someone you trust. Your parents or other adults can help or give you good advice on what to do.

- Make sure your computers have content filtering, spam filtering, and antivirus software installed and set up correctly.

Internet Etiquette

- When communicating online, treat others the way you would like to be treated. Avoid swearing and don't say things that will make someone feel bad.
- Learn "netiquette" when you are online. What is considered good and bad to do and say? For example, if you type a message in ALL CAPS, the person you are talking to may think you are yelling at them.
- If someone says something rude or unpleasant, do not respond. Leave the chat or forum immediately.

"Suspicious" Sites

- If a website looks suspicious or has a page with a warning for people under 18, leave it immediately. Some sites are not intended for children.
- Do not visit or share links to inappropriate sites. If you see something bothering you, discuss it with your parents or someone you trust.
- Know how to leave a website if your internet search leads you to an unpleasant or inappropriate website. Press control-alt-delete if the site does not allow you to exit, or turn off your computer monitor and tell an adult.
- Check with your parents to make sure your search engine is set to block adult content.
- Ask your parents to install internet filtering software that will block "bad" sites.
- Ask your parents to help you find safe and fun sites and "bookmark" them for later use.

Be on guard!

If you see or know that a friend is being bullied online, be supportive and tell an adult. You would want them to do the same for you.

Don't send messages or images that could hurt or upset someone. Even if you didn't start it, you will be seen as a part of the bullying circle.

Always be on guard if someone, especially a stranger, wants to talk to you about adult relationships. Remember that you can never be sure of someone's true nature or intentions online. Approaching a child or teenager with sexual intent is always a serious concern. You should tell an adult you trust so that you can report the situation to the authorities.

If you were lured or tricked into committing acts of a sexual nature or to the transmission of sexual images of you, you must tell an adult you trust about it in order to receive advice or help. No adult has the right to demand such things from a child or teenager - the responsibility always lies with the adult.

Ensuring information security of work on the Internet.

Seeing only good or only evil in modern technology is an extreme that should be avoided. Technology is just a tool in human hands, designed to achieve certain goals. And as with the use of any tool, working on the Internet requires a certain technique, or more precisely - a culture of security.

Despite the importance of technical means, it is clear that they are only part of the implementation of the information security policy. It includes educational and upbringing activities.