

# Online Safety: Teacher Guide





**Alex:**  
Hey, Algo! I have a new friend!



**Algo:**  
Alex, that is great to hear!  
Do they go to school with you?



**Alex:**  
No, I met Jake while playing a game online.  
He is so funny and we both love movies!



**Algo:**  
Alex, that is great to hear, but you  
need to be careful. Online friends are  
different from your real-world friends.



**Alex:**  
Hmmm, maybe I need to think about the  
differences more. Will you help me Algo?



**Algo:**  
Of course, I will help. But before  
we begin.....



# Learning Objectives



- Understand Private Information & provide examples
- Explore the benefits of online communication
- How to respond to online communication risks
- Use `<ul>` and `<li>` to create a bulleted list
- Use the `<span>` tag to customize
- Create a one-page website



# Before We Begin



**Algo:**

Before we start, let's watch a video about chatting with people online and how to be safe while doing it.

## Teacher:

Watch the video, "Teen Voices: Who You're Talking to Online", as a whole class or assign it before class. After watching the video, return to the workbook to review key words.



**Alex:**

Wow Algo, I learned a lot about IBF (Internet Best Friends), but I have a few questions. What does risky mean and private information?

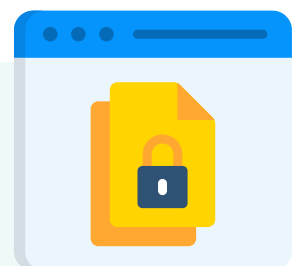
## Being "risky" online

means doing things that could be dangerous or not safe. It's like crossing the street without looking both ways - you might get hurt!



## Private information

is like a secret code about you, and sharing it can be risky. Even things like your school's name or your sports team can be private and unsafe to share.



## So, it's okay to talk online

but you need to be smart. If something feels weird or makes you uncomfortable, that's a **"red flag"**. It's like a warning sign telling you to be careful.

For example, let's say your friend asks too many personal questions, making you uneasy. **That's a red flag!**




## Teacher:

Review with students different ways to respond to red flags. Encourage the students to have a whole group discussion.

You can respond in different ways:

1. change the topic
2. make a joke,
3. just say, "I don't want to talk about this."
4. log off, unfriend, or block the person,
5. ask a grown-up for help if things get strange.

So, as long as you pay attention to those red flags,  chatting online can be fun and safe! Just be smart about it.



**Alex:**

Algo, I think it would be helpful to make a document to help others understand how to be safe when online.



**Algo:**

Great thinking Alex. I have a project called Digital Citizenship Guide. It's a great place for us to add helpful tips.

# Activity Zone

## Teacher:

In this activity, students will be encouraged to create a story that could be used to educate others on how to chat safely online. The students will be guided through a 7-step process. There is a template provided for the students. If time allows, have the students present their story to each other or a young grade level.

Let's create a story about online safety. You are the writer and illustrator. Be creative, teach about online safety, and have fun!

Follow the steps below.



### 1. Start with a Character

Think about a cool character for your story. It could be a character from a movie, book, or a brand-new character with exciting interests. What do they love to do online?



### 2. Think About the Plot

Imagine your character going on an online adventure. Create situations where they face challenges like meeting new people or sharing information. These are like the puzzles in your story.



### 3. Introduce Red Flags

Red flags are like warning signs. In your story, show moments where your character feels uncomfortable or worried online. How does your character notice these red flags?



#### 4. Make Smart Choices

Your character is a superhero when it comes to making smart choices! Describe how they handle red flags. Do they change the subject, make a joke, or ask for help? Show how being smart keeps them safe.



#### 5. Add a Happy Ending

Every story needs a happy ending! Wrap up your story by showing how your character's smart choices lead to a positive outcome. Maybe they learn a valuable lesson about online safety.



#### 6. Illustrations

Add pictures to your story! Draw scenes that show important moments in your character's online adventure.

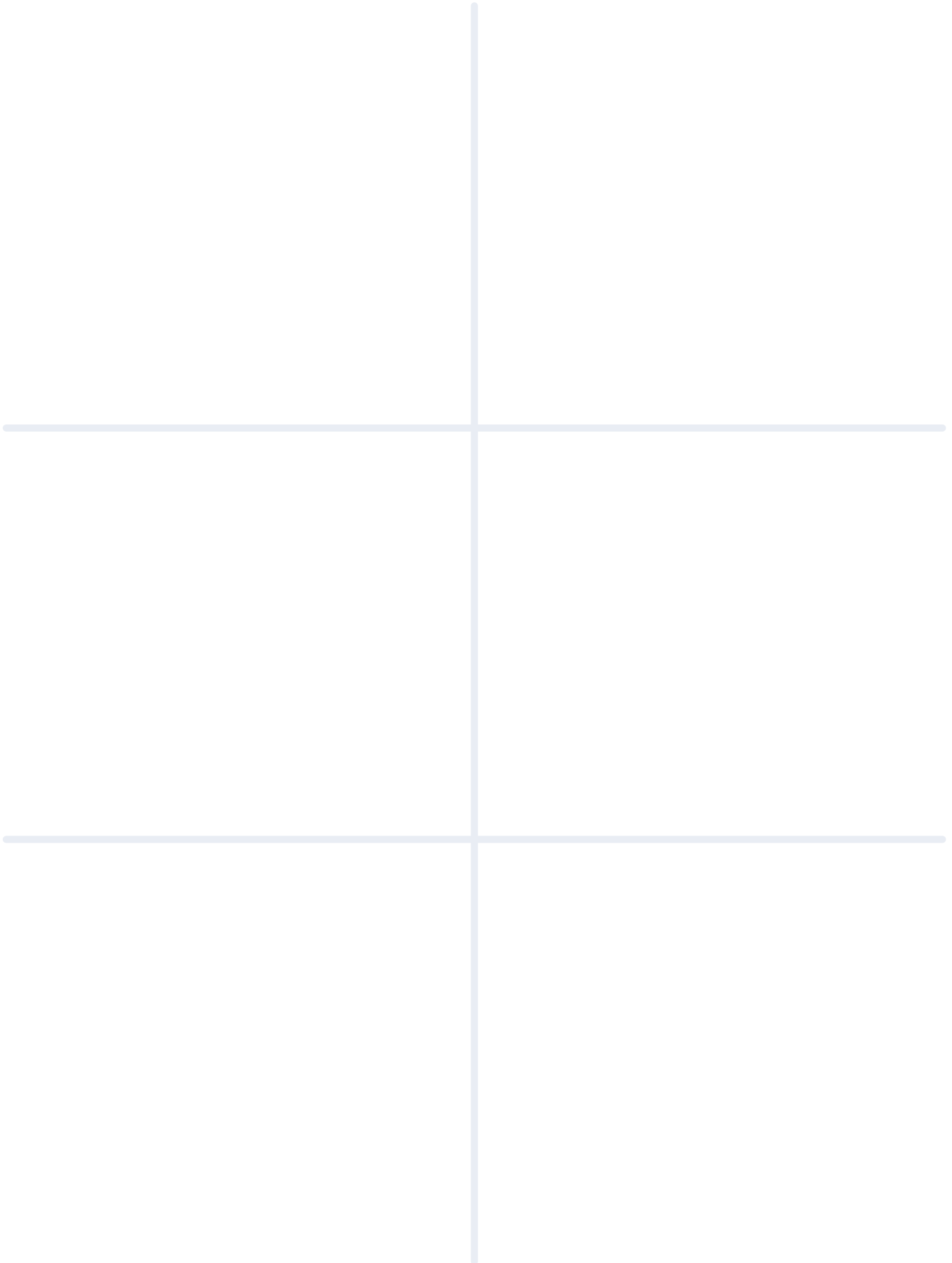


#### 7. Final Review & Share

Review and make your final edits. Then share your story with friends, classmates, or family.



**Storyboard Template:** Here's a template you can use or you can create your own.



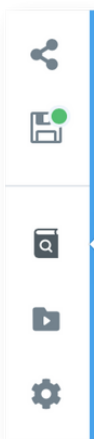


## Teacher:

Students will fill in the correct syntax for each description. If students are having a difficult time, have them use the BSD Online Glossary to help.

# Quick Check

Let's review some of the syntax we already learned that we will use in this project.



Glossary search

Write the correct syntax next to the definition.  
If you need help, be sure to use the **BSD Online Glossary**.

Definition	Syntax
A method for choosing colors using a # followed by a specific combination of six letters and numbers.	<b>Hex Color Code</b>
A CSS property for controlling how wide an element is.	<b>width</b>
A CSS property used to set the background color of an HTML element.	<b>background-color</b>
A CSS property used to change the text color.	<b>color</b>

<p>The HTML element used to add headings to a webpage.</p>	<p><b>&lt;h1&gt;, &lt;h2&gt;</b></p>
<p>A CSS property used to place a limit on the maximum width of an element.</p>	<p><b>max-width</b></p>
<p>A CSS property for creating space outside an element.</p>	<p><b>margin</b></p>
<p>A CSS property used to change the position of text elements.</p>	<p><b>text-align</b></p>
<p>An HTML tag for creating paragraphs.</p>	<p><b>&lt;p&gt;</b></p>
<p>A CSS property used to change the style of text elements on a webpage.</p>	<p><b>font-family</b></p>
<p>A CSS property used to change the size of text elements.</p>	<p><b>font-size</b></p>
<p>An HTML element used to create different sections on a webpage.</p>	<p><b>&lt;section&gt;</b></p>
<p>An HTML tag used for adding images.</p>	<p><b>&lt;img src="image url" /&gt;</b></p>
<p>A CSS property for creating space inside an element.</p>	<p><b>padding</b></p>

## Teacher:

Once students have completed the Quick Check, they will be ready to start planning their Digital Citizenship Guide. Have the students complete the document below to plan out each section.

# Planning: Digital Citizenship Online Safety

Use the document to plan out your digital citizenship guidelines.

### Benefits of Online Communication

- 
- 
- 

### The Risks of Online Communication

- 
- 
-

### Ways to Respond to Red Flags

- 
- 
- 

## Teacher:

Students will now go to BSD Education’s online platform to begin their guided project called “Digital Citizenship Online Communication”. Each step is outlined below and on the platform. The expected output is pictured for the student’s reference. In between certain steps, students will encounter additional Quick Checks.

Now that you have completed your planning document, head over to BSD Education Online’s Platform.

Once there, find the project called **Digital Citizenship Online Communication**.

# Creating the Website

## Step 1: Introduction

Example Digital Citizenship Guide



## Step 2: Add the title

Let's start by adding a title to our webpage using an HTML `<h1>` element.

✓ **Objective:** On HTML line 10, create an `<h1>` element and type Digital Citizenship Guide between the tags.

### Input

```

1 <!DOCTYPE html>
2 <html>
3
4 <head>
5   <script
   src="https://kit.fontawesome.com/00b34bdd79.js"
   crossorigin="anonymous"></script>
6   <link rel="stylesheet" type="text/css"
   href="style.css" />
7 </head>
8
9 <body>
10 <h1>Digital Citizenship Guide</h1>
    
```

### Output

output

**Digital Citizenship Guide**

## Step 3: Change the background color

Next, let's switch over to CSS to add a bit of styling to our webpage.

First, we'll add a background color to the entire web page itself, which is the body element.

Then we'll add a background color to our `<h1>` heading, and change the text color.

We use the CSS `background-color` property to change the background color, and the `color` property to change the text color.

✔ Objective 1: On CSS line 16, set the background-color to #485CC4

✔ Objective 2: On CSS line 21, set the background-color to #1EB8AB

✔ Objective 3: On CSS line 22, set the color to #ffffff

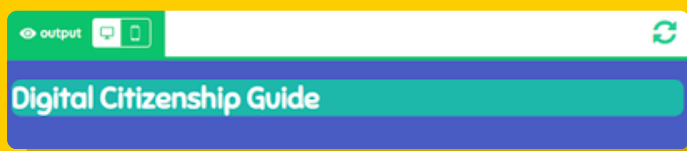
### Input

```

5
6 @font-face {
7     font-family: "Cabin";
8     src: url("/resources/fonts/Cabin-
9     Regular.ttf");
10 }
11 * {
12     box-sizing: border-box;
13 }
14
15 body {
16     background-color: #485CC4;
17     font-family: "Sniglet", sans-serif;
18 }
19
20 h1 {
21     background-color: #1EB8AB;
22     color: #ffffff;
23     border-radius: 10px;

```

### Output



## Step 4: Style the title (1/2)

Next, let's move the title to the middle of the page using the CSS text-align property.

Afterwards, we'll add some space around the text using the CSS padding property.

✔ **Objective 1:** On CSS line 21, set the text-align to **center**.

✔ **Objective 2:** On CSS line 22, set the padding to **20px**.

### Input

```

html index.html  css style.css
7   font-family: "Cabin";
8   src: url("/resources/fonts/Cabin-
   Regular.ttf");
9   }
10
11  * {
12   box-sizing: border-box;
13  }
14
15  body {
16   background-color: #485CC4;
17   font-family: "Sniglet", sans-serif;
18  }
19
20  h1 {
21   text-align: center;
22   padding: 20px;
23   background-color: #1EB8AB;
24   color: #ffffff;
25   border-radius: 10px;

```

### Output



## Step 5: Style the title (2/2)

Next, let's increase the width of our title to make it stand out more. By setting the width to 70%, this means the title will take up 70% of the horizontal space across the screen.

Afterwards, we'll use the margin property to add some space around the entire title.

✔ **Objective 1:** On CSS line 26, set the width to 70%.

✔ **Objective 2:** On CSS line 27, set the margin to 20px auto

### Input

```
html index.html  css style.css
Regular.ttf");
9  }
10
11 * {
12   box-sizing: border-box;
13 }
14
15 body {
16   background-color: #485CC4;
17   font-family: "Sniglet", sans-serif;
18 }
19
20 h1 {
21   text-align: center;
22   padding: 20px;
23   background-color: #1EB8AB;
24   color: #ffffff;
25   border-radius: 10px;
26   width: 70%;
27   margin: 20px auto;
```

### Output





## Step 6: Create three cards

Now let's create three separate cards using the HTML `<section>` element.

✔ **Objective 1:** On HTML line 13, create an empty `<section>` element.

✔ **Objective 2:** On HTML line 16, create an empty `<section>` element.

✔ **Objective 3:** On HTML line 19, create an empty `<section>` element.

### Input

```

html index.html  css style.css
4 <head>
5   <script
   src="https://kit.fontawesome.com/00b34bdd79.js"
   crossorigin="anonymous"></script>
6   <link rel="stylesheet" type="text/css"
   href="style.css" />
7 </head>
8
9 <body>
10  <h1>Digital Citizenship Guide</h1>
11
12  <!-- First card -->
13  <section></section>
14
15  <!-- Second card -->
16  <section></section>
17
18  <!-- Third card -->
19  <section></section>

```

### Output



# Quick Check

**Q1.** In your story, how did your character feel when they faced a red flag online? Why do you think it's essential for your character to pay attention to those feelings, just like we do in real life when something doesn't feel right? **Student answers will vary.**

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**Q2.** Imagine your story was turned into a short animated video to teach others about online safety. What key moments or lessons would you make sure to include in the video to help viewers understand the importance of making smart choices online? **Student answers will vary.**

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# Creating the Cards

## Step 7: Add a heading to the first card

Next, let's add a heading to the first card using an HTML `<h2>` element.

Afterward, we'll switch over to CSS to give it a background-color and color.

✔ **Objective 1:** On HTML line 14, create an `<h2>` element and type Benefits of online communication between the tags

✔ **Objective 2:** On CSS line 44, set the background-color to `#1EB8AB`

✔ **Objective 3:** On CSS line 45, set the color to `#ffffff`

### Input

```

html index.html  css style.css
src="https://kit.fontawesome.com/00b34bdd79.js"
crossorigin="anonymous"></script>
6   <link rel="stylesheet" type="text/css"
href="style.css" />
7 </head>
8
9 <body>
10  <h1>Digital Citizenship Guide</h1>
11
12  <!-- First card -->
13  <section>
14    <h2>Digital Citizenship Pledge</h2>
15  </section>
    
```

```

html index.html  css style.css
29
30 section {
31   background-color: white;
32   padding-bottom: 20px;
33   margin: 20px auto;
34   width: 70%;
35   border-radius: 10px;
36   transition-duration: 0.2s;
37 }
38
39 section:hover {
    
```

```

39 section:hover {
40     transform: scale(1.05);
41 }
42
43 h2 {
44     background-color: #1EB8AB;
45     color: #ffffff;
46     padding: 20px 10px;
47     border-top-left-radius: 10px;
48     border-top-right-radius: 10px;
49 }
    
```

### Output



## Step 8: Add a class attribute to the heading

In CSS, we've added some styling for you, which will add an icon to the left of each section heading.

All we have to do is add its corresponding class in HTML so we can see it!

✔ **Objective:** On HTML line 14, set the class attribute to "icon1"

### Input

```

html index.html  css style.css
crossorigin="anonymous"></script>
6   <link rel="stylesheet" type="text/css"
   href="style.css" />
7 </head>
8
9 <body>
10  <h1>Digital Citizenship Guide</h1>
11
12  <!-- First card -->
    
```

```

13     <section>
14     <h2 class="icon1">Digital Citizenship
    Pledge</h2>
15     </section>
    
```

### Output



In the next step, we will use `<ul>` and `<li>` to make our list for each card. Take a look at the glossary to learn more.

What is `<ul>` used for?

The HTML `<ul>` element (which stands for "unordered list") is used to create a list with bullet points.

What is `<li>` used for?

The HTML `<li>` (which stands for "list item") element is used to create the items inside a list element.

## Step 9: Add an unordered list

Nice work!

Now let's create a bulleted list using an HTML unordered list element.

✔ **Objective:** On HTML line 15, create an `<ul>` element.

You won't notice a change in your output until we add the `<li>` or the list of benefits.

## Input

```

html index.html  css style.css
6   <link rel="stylesheet" type="text/css"
    href="style.css" />
7 </head>
8
9 <body>
10  <h1>Digital Citizenship Guide</h1>
11
12  <!-- First card -->
13  <section>
14    <h2 class="icon1">Digital Citizenship
    Pledge</h2>
15    <ul></ul>
16  </section>

```

You won't notice a change in your output until we add the <li> or the list of benefits.

## Step 10: Add the list items to the first card

Now we can add list items to our unordered list element. To do that, we add <li> elements in between the tags of the <ul> element.

For this card, we'll add three benefits of online communication.

✔ **Objective 1:** On HTML line 16, create a <li> element and type a benefit of online communication.

✔ **Objective 2:** On HTML line 17, create a <li> element and type a benefit of online communication.

✔ **Objective 3:** On HTML line 18, create a <li> element and type a benefit of online communication.

## Input

```

html index.html  css style.css
11
12  <!-- First card -->
13  <section>
14    <h2 class="icon1">Digital Citizenship
    Pledge</h2>

```

```

15     <ul>
16         <li>I pledge to be a responsible
digital citizen and to treat others with kindness,
empathy, and respect.</li>
17         <li>I pledge to treat others the way I
want to be treated - both online and offline.</li>
18         <li>I pledge to stand up against
bullying - both in real life and cyberbullying.
</li>
19     </ul>
20 </section>

```

## Output



In the next step, we will use `<span>` which will allow us to target specific text to make it stand out. Take a look at the glossary to learn more.

What is `<span>` used for?

The HTML `<span>` element is an inline (i.e. on the same line) element that allows us to select or target part of a text element. This will then allow us to change it using CSS or JS!

## Step 11: Add a title for the second card

Great job!

Now let's move on to our second card.

We'll start by adding a heading to our second card - but this time, our heading will also include a `<span>` element.

The `<span>` element has already been styled in CSS so the word "risks" in the card heading will be underlined.

✔ **Objective:** On HTML line 24, create an `<h2>` element and type The `<span>risks</span>` of online communication between the tags.

### Input

```

16         <li>I pledge to be a responsible
digital citizen and to treat others with kindness,
empathy, and respect.</li>
17         <li>I pledge to treat others the way I
want to be treated - both online and offline.</li>
18         <li>I pledge to stand up against
bullying - both in real life and cyberbullying.
</li>
19     </ul>
20 </section>
21
22 <!-- Second card -->
23 <section>
24     <h2>The <span>risks</span> of online
communication</h2>
25 </section>
    
```

### Output





## Step 12: Add a class attribute to the heading

Next, let's add a class attribute to the <h2> element of our second card.

Just like the first card, we've added some CSS styling for you that will add an icon to the left of the heading text.

This means that all we have to do is add the corresponding class attribute!

✔ **Objective:** On HTML line 24, set the class attribute to "icon2"

### Input

```

16     <li>I pledge to be a responsible
digital citizen and to treat others with kindness,
empathy, and respect.</li>
17     <li>I pledge to treat others the way I
want to be treated - both online and offline.</li>
18     <li>I pledge to stand up against
bullying - both in real life and cyberbullying.
</li>
19     </ul>
20 </section>
21
22 <!-- Second card -->
23 <section>
24     <h2 class="icon2">The <span>dos</span> of
online communication</h2>
25 </section>
    
```

### Output



## Step 13: Add list items to the second card

Next, let's fill in the information for the second card. For this card, we will add three risks when communicating online.

We've added the `<ul>` element for you, all we have to do now is add the `<li>` elements to the `<ul>` element!

✔ **Objective 1:** On HTML line 26, create a `<li>` element and type a risk of online communication between the tags.

✔ **Objective 2:** On HTML line 27, create a `<li>` element and type a second risk of online communication between the tags.

✔ **Objective 3:** On HTML line 28, create a `<li>` element and type a third risk of online communication between the tags.

### Input

```

html index.html  css style.css
23     <section>
24         <h2 class="icon2">The <span>dos</span> of
online communication</h2>
25         <ul>
26             <li>Do tell a trusted adult right away
if I come across anything that makes me
uncomfortable.</li>
27             <li>Do remember that other people
online are all human beings with feelings too. If
you wouldn't say it to another person's face, then
don't say it online!</li>
28             <li>Do make sure to be polite,
helpful, and always leave a positive digital
footprint.</li>
29         </ul>
30     </section>
    
```

### Output



## Step 14: Add a heading to the third card

Nice job!

Now let's move on to our third and final card. Just like our previous cards, we'll start by adding a heading to our card.

✔ **Objective:** On HTML line 34, create an `<h2>` element and type Ways to respond to red flags between the tags.

### Input

```

25     <ul>
26         <li>Do tell a trusted adult right away
if I come across anything that makes me
uncomfortable.</li>
27         <li>Do remember that other people
online are all human beings with feelings too. If
you wouldn't say it to another person's face, then
don't say it online!</li>
28         <li>Do make sure to be polite,
helpful, and always leave a positive digital
footprint.</li>
29     </ul>
30 </section>
31
32 <!-- Third card -->
33 <section>
34     <h2>The <span>don'ts</span> of online
communication</h2>
35 </section>
36 </body>
    
```

### Output



Ways to respond to red flags

## Step 15: Add a class attribute to the heading

Next, let's add a class attribute to our `<h2>` element.

✔ **Objective:** On HTML line 34, set the class attribute to "icon3"

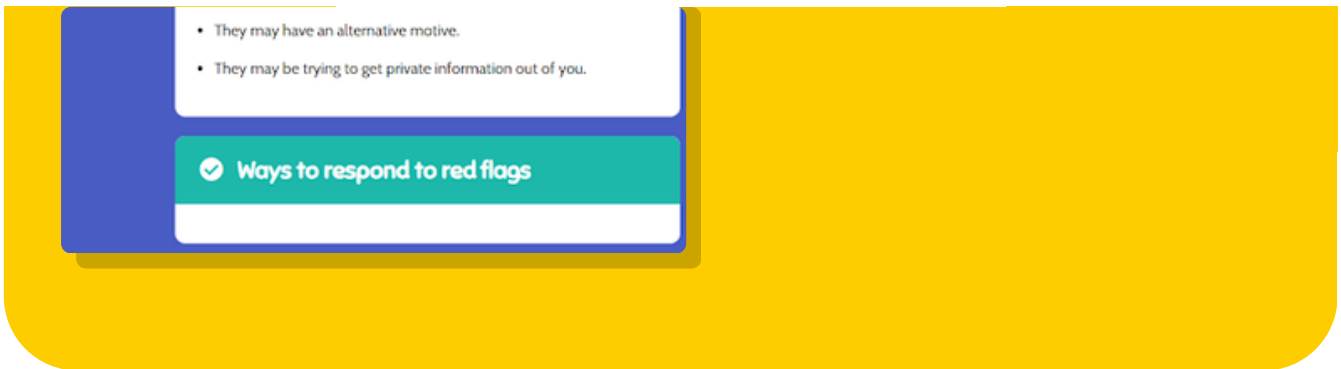
### Input

```

html index.html  css style.css
25     <ul>
26         <li>Do tell a trusted adult right away
if I come across anything that makes me
uncomfortable.</li>
27         <li>Do remember that other people
online are all human beings with feelings too. If
you wouldn't say it to another person's face, then
don't say it online!</li>
28         <li>Do make sure to be polite,
helpful, and always leave a positive digital
footprint.</li>
29     </ul>
30 </section>
31
32 <!-- Third card -->
33 <section>
34     <h2 class="icon3">The <span>don'ts</span>
of online communication</h2>
35 </section>
36 </body>
    
```

### Output





## Step 16: Add list items to the third card

Just like our second card, we've added the start and end tags of the `<ul>` element for you - all we have to do is add the `<li>` elements!

For this card, we'll add three ways you can respond to red flags.

✔ **Objective 1:** On HTML line 36, create a `<li>` element and type how you should respond to red flags.

✔ **Objective 2:** On HTML line 37, create a `<li>` element and type how you should respond to red flags.

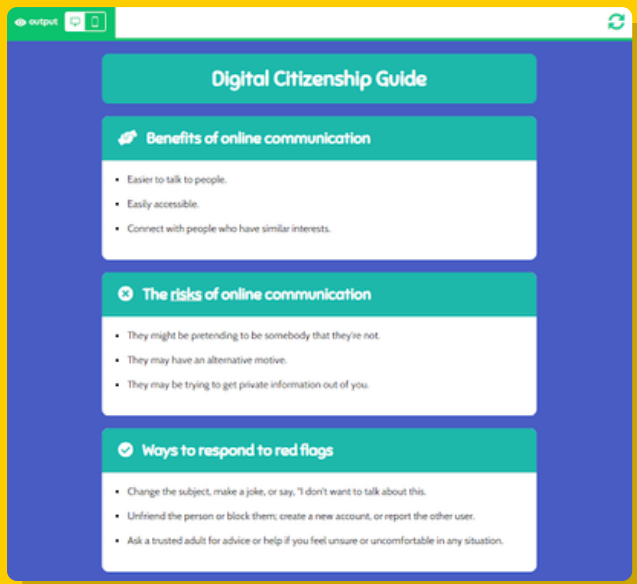
✔ **Objective 3:** On HTML line 38, create a `<li>` element and type how you should respond to red flags

### Input

```

html index.html css style.css
30     </section>
31
32     <!-- Third card -->
33     <section>
34         <h2 class="icon3">The <span>don'ts</span>
of online communication</h2>
35         <ul>
36             <li>Don't post hurtful and false
information online, or post information about
someone I know in real life without their
permission.</li>
37             <li>Don't give out private
information, such as my full name, pictures of
myself, home address, or telephone number without
a guardian's permission.</li>
38             <li>Don't plagiarize another person's
work without their permission.</li>
39         </ul>
40     </section>
41 </body>
    
```

## Output



# Quick Check

Which of the following information is considered to be private information, information that can identify you? Check all that apply.

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> <del>A picture of your pet</del> | <input type="checkbox"/> Home phone number                         |
| <input type="checkbox"/> Home address                                | <input type="checkbox"/> Name of your school                       |
| <input checked="" type="checkbox"/> <del>Your favorite animal</del>  | <input type="checkbox"/> Your parents' first and last name         |
| <input checked="" type="checkbox"/> <del>Your favorite movie</del>   | <input checked="" type="checkbox"/> <del>Your favorite color</del> |

For the items that you did not check, can you share this information online? Explain why it is shareable information and what other information is shareable that is not listed above.

You can share this information because it doesn't give any clues to who I am. Other shareable information could be: your favorite book, game, or activity.

# Summing Up - Step 17



Private information is information that I should not share online.



Private information can identify me.



Online communication can be beneficial. It allows us to communicate with people that are like-minded.



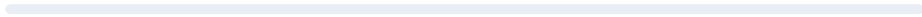
One way to respond to negative online communication is by changing your account settings or blocking that person.



To make a bulleted list, use `<ul>` and `<li>`



To customize specific text such as underlining or bolding a word use the `<span>` tag.





Let's Build Something Different Together

[info@bsd.education](mailto:info@bsd.education)

[www.bsd.education](http://www.bsd.education)

[@bsdeducation](https://www.instagram.com/bsdeducation)