

MANAGING YOUR DIGITAL FOOTPRINT

Let's learn about how you can manage the personal
information available about you online!

TIER
BASIC

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Hello! Welcome to
ISLAND CROSSING.
a world-building game set in the
middle of nowhere!

To start, collect items from other
users to build up your island!

LET'S GO!

You decide to put up a post in the game's forum to see if other users have any spare items to give you.

Later in the afternoon, when you check on the post, you are upset to see another user has left a mean comment making fun of your island.

How do you choose to respond?

**RESPOND IN A
CALM MANNER**

**HIT BACK WITH
A RUDE
COMMENT**



YOU CHOOSE TO RESPOND IN A CALM MANNER.

This is a great choice!

You decide to reply
the comment in a
neutral manner so you
don't escalate things.

Some of the other
users in the forum also
jump to your defence
and offer to share with
you the spare items
that they have.



What an UGLY island!!! You don't
deserve to get any more items from
the rest of us!

Hello! Thank you for sharing your
opinion but I hope that we can keep
any rude comments out of this
conversation.



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NEXT



WHY IS THIS A GOOD CHOICE?

How you act online can affect how others see you. You will thus make sure that your digital footprint reflects what you want others to see of you.

Being aware of your online behavior is therefore a big part of managing your digital footprint.

SEE OTHER OPTION

NEXT



YOU CHOOSE TO HIT BACK WITH A RUDE COMMENT.

This was not the best
choice.

Your action starts off an
argument in the forum
thread.

The game moderator
eventually has to come in
to close the thread.

Your game account is
also suspended because
you used some rude
words in your comment.



What an UGLY island!!! You don't
deserve to get any more items from
the rest of us!

Guess what, your island is even UGLIER,
you *****!



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WHY IS THIS A BAD THING?

What you do online makes up your digital footprint. In this case, behaving rudely can negatively affect how others see you.

Being mindful of how you behave online is thus an important part of managing your digital footprint. After all, you want to make sure that your digital footprint reflects how you want to be seen.

SEE OTHER OPTION

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**FROM THIS EXAMPLE, WE CAN
SEE HOW IMPORTANT IT IS
THAT WE KNOW HOW TO
MANAGE OUR DIGITAL
FOOTPRINT.**

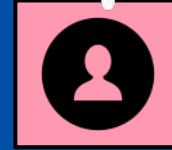
NEXT



WHAT DOES MANAGING YOUR DIGITAL FOOTPRINT MEAN?



One part of managing your digital footprint is recognising that **your online activities can affect how others view you.**



Another part of this is taking actions to **reduce the amount of personal information** about you that you can find online.



LET'S RECAP WHAT MAKES UP YOUR DIGITAL FOOTPRINT.



As we have learnt [previously](#), your digital footprint collects information about you from your online activities. This can include:

- Posts, photos and videos that you put up online
- Comments you leave on your friends' posts
- Even your Google search and browsing history, such as the websites you visit and what you do there

Image: [Unsplash](#)



DOES WHATEVER YOU POST ALWAYS REMAIN ONLINE?



Some messaging platforms now allow certain status updates and messages from users to disappear after 24 hours.

But the truth is people can still take screenshots of what you have posted and reshare them online. This will ultimately still have an impact on your digital footprint.

Image: [Unsplash](#)



YOUR DIGITAL FOOTPRINT IS LIKE A REPORT CARD.



Like an invisible report card, your digital footprint reveals how well you act in the digital world.

This 'report card' is public for all to see. Based on your behaviour, it then tells others in the online world (and sometimes offline as well) who you are as an individual. This then influences how they interact with you.

Image: [VectorPortal](#)

**AS YOUR DIGITAL FOOTPRINT
CANNOT BE EASILY ERASED,
YOU NEED TO MAKE SURE THAT
WHAT YOU HAVE IN YOUR
'REPORT CARD' IS SOMETHING
THAT YOU CAN BE PROUD OF.**

NEXT



HOW DO WE CREATE A GOOD 'REPORT CARD'?

Here are some tips we can practice to better manage our digital footprint:

Before you post, comment or share something online, ask yourself these questions:

- Are you alright if others saw this?
- What would someone who doesn't know you think of you if they saw this?
- Would you want someone else to post the same thing about you?



Check the content that are linked with your name online.

If you are uncomfortable about something posted about you online, speak to a trusted adult.

There are ways to report the content and have it removed.





USING T.H.I.N.K.

If you're unsure of what to post or share online, you can always use the T.H.I.N.K. framework to help guide your decisions:

T
H
I
N
K

Is it **TRUE**?

Is it **HELPFUL**?

Is it **INSPIRING**?

Is it **NECESSARY**?

Is it **KIND**?



?

IT'S YOUR TURN



Image: [Pexels](#)

Do a Google search of a famous celebrity that you like.

- What information did you find about them online?
- Did you find anything about them online that you didn't like or didn't know was public?
- If you answer yes to the second question, do you think there is anything they can do to remove that information from the Internet?



Use 'Research' in the S.U.R.E. framework to help you!

For instance, you can try typing the celebrity's name with quotation marks to make your search more accurate.





THERE'S MORE!

Stay tuned to the next topic:

MANAGING RISKS

To learn more about how you can protect yourself online, especially when it comes to online risks