

DIGITAL CITIZENSHIP BOOTCAMP Secondary

Adapted from Common Sense Media

NETS FOR STUDENTS

5. Digital Citizenship

Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior. Students:

- a. advocate and practice safe, legal, and responsible use of information and technology.
- b. exhibit a positive attitude toward using technology that supports collaboration, learning, and productivity.
- c. demonstrate personal responsibility for lifelong learning.
- d. exhibit leadership for digital citizenship.

Responsible and Acceptable Use Policy (RAUP)

- Objectives: Students will be able to ...
- describe school policies for using their devices appropriately, both at and outside of school.
 - connect the policies in your RAUP to broader school community norms and other policies, such as classroom policies, social media policy, etc.
 - identify how the RAUP applies after school hours and beyond campus (if applicable).

Time 1-3 class periods

Materials: Copies of the RAUP, copies of scenarios and discussion questions, (*OPTIONAL: RAUP Cornell Notes, RAUP vocabulary awareness chart*)

Procedure: Arrange students into small groups and assign each group a different section of the RAUP. Students read their section and highlight/underline most important parts. The expert group then has a discussion and summarizes their part of the RAUP. Representatives from each group share with the rest of the class.

OPTIONAL: Have students complete the Vocabulary Awareness chart (pre-filled OR blank version) before reading the RAUP. Have students complete the Cornell Notes independently or in small groups as they are reading the RAUP. You can use the bold parts of the sample summaries as sentence starters/frames.

Assign each group a different case study scenario and discussion questions related to the RAUP. Then have representatives from each group share out their assigned scenario and summarize their group discussion. Invite other class members to chime in with their reactions, as well. Throughout the session, encourage students to reflect on your school's community norms and how the RAUP supports those norms.

Assessment: Students complete one version of the RAUP quiz (multiple choice and short answer OR essay questions).

Modifications/Accommodations:

ELD/SELD	<ul style="list-style-type: none"> • Read RAUP aloud to students before assigning parts to groups • Clarify important vocabulary before assigning parts to groups • Create sentence frames for the summary of each section <p>For example: <i>The RAUP is needed to comply with _____ . "User" means anyone using _____ even if they are not _____ .</i></p> <ul style="list-style-type: none"> • Provide sentence starters for discussion and reporting
SPEC ED	<ul style="list-style-type: none"> • Do the first part as a whole class activity • Reduce the number of discussion questions OR • Allow groups to select two discussion questions to answer instead of all of them
GATE	Have students come up with their own scenarios and discussion questions

Case study Scenarios and Discussion Questions:

<p>Scenario 1 During Science class you are researching plant and animal cells using your iPad. Your partner Sebastian's search for "animal cell" yields inappropriate pictures, which he is looking at in great detail. The teacher is busy assisting another group and is unaware of what is happening.</p> <p>Discussion questions:</p> <ol style="list-style-type: none"> 1. What should Sebastian do? 2. What should you do? 3. Which, if any, part of the RAUP is violated by your partner's actions? 4. What consequence do you think would be appropriate for Sebastian's actions, if any? 5. Did your partner's behavior violate any classroom or school rules? If yes, which one and why?
<p>Scenario 2 Your little sister Christina had an argument with her friends at school. She comes home upset and crying and tells you all about the argument. You get mad and use your iPad to send a Facebook message to all of Christina's friends. You tell them that you will be waiting for them at the gate after dismissal tomorrow. You don't really intend to hurt them; you just want to scare them so they are nicer to your little sister.</p> <p>Discussion questions:</p> <ol style="list-style-type: none"> 1. What should Christina do? 2. Which, if any, part of the RAUP is violated by your actions? 3. What consequence do you think would be appropriate for your actions, if any? 4. Did your behavior violate any classroom or school rules, if yes which one and why?
<p>Scenario 3 As you are leaving English class to go to lunch, you notice that your partner Leslie left her iPad behind and it is not locked. Leslie has been rude to you so you airdrop an unflattering picture of her you took earlier and make it her lock screen wallpaper.</p> <p>Discussion questions:</p> <ol style="list-style-type: none"> 1. What could you have done different to handle the situation? 2. Which, if any, part of the RAUP is violated by your actions? 3. What consequence do you think would be appropriate for your actions, if any? 4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 4

A new student, Laura, comes to your class and needs help logging into the Pearson App. You help her out and remember her login along the way. Later you tell this to your friend Edward, who then logs in to the app with Laura's information and the two of you have fun making funny notes for her.

Discussion questions:

1. What could you have done different to handle the situation?
2. Which, if any, part of the RAUP is possibly by Edward's and your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 5

Your friend Diego is really mad at an 8th grader who, according to Diego, cheats in all their basketball games. To get back at him, Diego asks you to distract the student so that Diego can disable his iPad by putting in the wrong passcode repeatedly.

1. What should you do?
2. Which, if any, part of the RAUP is being violated in this scenario?
3. What consequence do you think you and/or Diego should receive, if any?
4. Did Diego's behavior violate any classroom or school rules, if yes which one and why?

Scenario 6

Your friend Benjamin shows you he created a Google+ profile using his MyMail address. The profile includes his picture, address and cell phone number. He encourages you to create an account too, so you can use Google Hangouts.

1. What should you do?
2. Which, if any, part of the RAUP is being violated in this scenario?
3. What consequence do you think you and/or Benjamin should receive, if any?
4. Did Benjamin's behavior violate any classroom or school rules, if yes which one and why?

Scenario 7

Your next-door neighbor Karla, who is an 8th grader at the school, creates a cool flyer for her dad's new car wash business. She shows you the flyer on her iPad then asks you to email the flyer to all your classmates using your MyMail address.

Discussion questions:

1. What should you do?
2. Which, if any, part of the RAUP is being violated in this scenario?
3. What consequence do you think you and/or Karla should receive, if any?
4. Did Karla's behavior violate any classroom or school rules, if yes which one and why?

Scenario 8

During PE you notice that your best friend Veronica is flirting with a boy you like. You feel that this takes away from your friendship. To get back at her you send a message to everyone in class using Snapchat telling everyone that she is an unreliable friend and people should avoid her.

Discussion questions:

1. What could you have done different to handle the situation?
2. Which, if any, part of the RAUP is violated by your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 9

As you are leaving History class, you notice that your partner Manuel left his iPad behind and it is not locked. Manuel has been slacking in the group project you were assigned to do together, so to get back at him you delete all his pictures from his camera roll.

Discussion questions:

1. What could you have done different to handle the situation?
2. Which, if any, part of the RAUP is violated by your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 10

Your friend Lily sits next to the same student, Patricia, in Math and English class. Lily has seen Patricia put her passcode into the iPad so many times that she memorized it without meaning to. At a time when Patricia is not there, Lily brings you Patricia's iPad, unlocks it and while you two are looking at her emails you accidentally delete a bunch of her messages. You lock the iPad and put it back on her desk before she notices what happened.

Discussion questions:

1. What should you do?
2. Which, if any, part of the RAUP is violated by Lily's and your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 11

Your friend Patrick sits next to the same student, David, in Science and History class. Patrick has seen David put his passcode into the iPad so many times that he memorized it without meaning to. At a time when David is not there, Patrick brings you David's iPad, unlocks it and changes his passcode as you watch. He locks the iPad and puts it back on David's desk before he notices what happened.

Discussion questions:

1. What should you do?
2. Which, if any, part of the RAUP is violated by Lily's and your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

Scenario 12

Your friend Natalie's parents do not let her use Facebook, so she creates a folder in Google docs and uploads dozens of pictures she took at school, each one labeled with the names of students and teachers. She makes the folder public; anyone can have access to it.

1. What should you do?
2. Which, if any, part of the RAUP is being violated in this scenario?
3. What consequence do you think Natalie should receive, if any?
4. Did Natalie's behavior violate any classroom or school rules, if yes which one and why?

Scenario 13

Your history teacher is leading a discussion about racial attitudes in the South before the Civil War. You shoot a video and edit it to make it look like your teacher is saying racist things, then post the video on YouTube with the teacher's name, not mentioning the fact that it was a classroom discussion about a standard.

1. What could you have done different to handle the situation?
2. Which, if any, part of the RAUP is violated by your actions?
3. What consequence do you think would be appropriate for your actions, if any?
4. Did your behavior violate any classroom or school rules, if yes which one and why?

CORNELL NOTES	Topic: Responsible and Acceptable Use Policy (RAUP)	Name: _____ Date: _____ Period: _____
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Essential Question: *What are my school's and my district's expectations of me for appropriate use of the LAUSD network and my device?*

Questions	Notes
Who are considered users of the network?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
What can you do if you see someone using the network inappropriately?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
What is the main reason to have and use the Internet and devices (computers, laptops, iPads) at school?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
What can you expect with regards to privacy on LAUSD's network?	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

Summary/Reflection (At least 3 complete sentences)

Questions

Notes

What are 5 *acceptable* uses of LAUSD equipment and the LAUSD network?

1. _____
2. _____
3. _____
4. _____
5. _____

What are 5 *unacceptable* uses of LAUSD equipment and the LAUSD network?

1. _____
2. _____
3. _____
4. _____
5. _____

What are three things you should avoid doing to stay safe while using the internet?

1. _____
2. _____
3. _____

What are 3 possible consequences for not following the RAUP?

1. _____
2. _____
3. _____

Summary/Reflection (At least 3 complete sentences)

CORNELL NOTES SAMPLE	Topic: Responsible and Acceptable Use Policy (RAUP)	Sample Answers
Essential Question: <i>What are my school's and my district's expectations of me for appropriate use of the LAUSD network and my device?</i>		

Questions	Notes
Who are considered users of the network?	<i>"User" includes anyone using computers, Internet, Email, chat rooms and other forms of electronic communication or equipment provided by LAUSD.</i>
What can you do if you see someone using the network inappropriately?	<i>If you are uncertain about whether a particular use is acceptable or appropriate, he or she should consult a teacher, or a supervisor such as a teacher's aide, technology coordinator, principal or other administrator.</i>
What is the main reason to have and use the Internet and devices (computers, laptops, iPads) at school?	<i>Access is provided primarily for education and District business.</i>
What can you expect with regards to privacy on LAUSD's network?	<p><i>The District has the right to:</i></p> <ul style="list-style-type: none"> • <i>monitor users' online activities</i> • <i>to access, review, copy, and store or delete any emails or files</i> • <i>show emails or files to others as necessary.</i> <p><i>Users should have no expectation of privacy regarding their use of District property, network and/or Internet access or files, including email.</i></p>

Summary/Reflection Bold parts can be used as sentence frames

If you use the District's network, you are considered a user and have to follow the RAUP. If I am not sure whether what I am doing is acceptable I should ask a responsible adult. iPads and the Internet are provided for school related tasks only. The district can see, save or delete all my emails and files or show them to other authorities if necessary.

Questions

Notes

What are 5 acceptable uses of LAUSD equipment and the LAUSD network?

1. Use MyMail to email assignments to teachers,
2. Use MyMail to ask questions about assignments, a project or homework
3. Use MyMail to collaborate on assignments, project or homework with peers
4. Use the internet to do research for an assignment, project or for homework
5. Create a presentation or video for a school assignment
6. Research High Schools or Colleges
7. Fill out college applications of financial aid papers online

What are 5 unacceptable uses of LAUSD equipment and the LAUSD network?

1. Accessing or transmitting pornography of any kind
2. Accessing or transmitting confidential information or copyrighted materials
3. Selling or purchasing illegal items
4. Obtaining anonymous email sites (signing up for Google or yahoo accounts)
5. Using profane, abusive, or impolite language
6. Deleting, copying, modifying, or forging other users' names, emails, files
7. Using another's account and password

What are three things you should avoid doing to stay safe while using the internet?

1. Do not reveal personal information about yourself
2. Do not reveal personal information about others
3. Do not display photographs of yourself or others

What are 3 possible consequences for not following the RAUP?

1. Restriction or cancellation of your account
2. Suspension or expulsion
3. Criminal prosecution

Summary/Reflection **Bold parts can be used as sentence starters.**

Acceptable uses of the LAUSD network and devices include using MyMail for school-related purposes and to do school-related research. **Unacceptable uses include** selling anything, using abusive language, and using someone else's account information. **To stay safe while using the Internet I should not** share pictures or any personal information about myself or others. **Violation of the RAUP may result in** restriction or cancellation of my account, suspension or expulsion or even criminal prosecution in extreme cases.

Name: _____ Date: _____ Period: _____

Vocabulary Awareness Chart

Responsible and Acceptable Use Policy (RAUP)

The following 10 words are essential to understand the Acceptable Use Policy (AUP). Assess your knowledge of each word placing a check mark in the column that best represents your understanding of each word. Use a dictionary to look up the words you don't know.

Word	Know it	Seen it; don't know it	No idea	Definition or notes for those words you do not know
1. disclose				
2. transmit				
3. copyrighted				
4. anonymous				
5. spamming				
6. profane				
7. disparaging				
8. financial gain				
9. solicitation				
10. privilege				
Which of the above words were the most challenging? Why?				

Name: _____ Date: _____ Period: _____

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Word	Know it	Seen it; don't know it	No idea	Definition or notes for those words you do not know
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
Which of the above words were the most challenging? Why?				

<h1 style="margin: 0;">RAUP Quiz</h1> <p style="margin: 0;">Version 1</p>

Name: _____

Date: _____ **Per.:** _____

1. Who are considered “users” of the school district’s network?
 - a. teachers
 - b. office workers
 - c. students
 - d. anyone using the network of the district

2. What do you do if you are not sure whether what you or someone else is doing on the network is appropriate?
 - a. keep working on it until someone says to stop
 - b. keep working on it until a teacher comes to look
 - c. ask a teacher or technology coordinator
 - d. ask a friend if they think it’s ok

3. What is the purpose of using computers and the Internet at school?
 - a. to have fun (recreation)
 - b. to learn (education)
 - c. to look for school-related information (research)
 - d. both a and b
 - e. both b and c

True/ False Circle your answer.

- | | | |
|---|---|---|
| 4. The school district can monitor all your activity while you are using their network. | T | F |
| 5. The school district has the right to store copies of your email and files. | T | F |
| 6. Parents of students under 18 have to sign the RAUP. | T | F |

Decide if the following uses are acceptable or unacceptable. Circle your answer.

- | | | |
|--|------------|--------------|
| 7. Email a paper to your English teacher | acceptable | unacceptable |
| 8. Look for information about ancient Greece for a History project | acceptable | unacceptable |
| 9. Send a threatening email to another student | acceptable | unacceptable |
| 10. Log in with someone else’s username and password | acceptable | unacceptable |
| 11. download software or music | acceptable | unacceptable |
| 12. making a PowerPoint presentation for Science class | acceptable | unacceptable |
| 13. Use the internet to find pictures for a Math assignment | acceptable | unacceptable |

List two consequences you might face if you do not follow the RAUP:

14. _____
15. _____

RAUP Quiz – KEY

Version 1

A=acceptable U=unacceptable

1. D	4. T	7. A	10. U	13. A
2. C	5. T	8. A	11. U	
3. E	6. T	9. U	12. A	

14. and 15. *answers will vary, possible answers include:*

- restriction of the account
- cancellation of the account
- suspension
- expulsion
- criminal prosecution

<h1>RAUP Quiz</h1> <p>Version 2</p>

Name: _____

Date: _____ Per.: _____

Make it a perfect 10!

Select any combination of questions to answer. The total possible points have to add up to 10.

Copy and answer the questions you have selected on your own paper using complete sentences.

Be sure the total possible points add up to 10.

1. **(1 point)** What does RAUP stand for?
2. **(2 points)** List 2 ways to use your MyMail account that would violate the RAUP.
3. **(2 points)** According to the RAUP, who is considered a user of the network?
4. **(2 points)** Using the Internet and devices (computers, laptops, iPads) in schools is a privilege. What is a privilege?
5. **(3 points)** List three acceptable uses of the Internet and devices and **explain why** each is encouraged at school. You need to include an explanation for each to get the full points.
6. **(3 points)** List three unacceptable uses of the Internet and devices and **state why** these are not allowed at school. You need to include an explanation for each to get the full points.
7. **(3 points)** List three ways to practice internet safety and **explain why** each is important. You need to include an explanation for each to get the full points.
8. **(3 points)** List three possible consequences for violating the RAUP and **explain what** these mean to you.
9. **(5 points)** What can you expect with regards to privacy on LAUSD's network?
10. **(5 points)** How do you earn the privilege of using the internet and devices (computers, laptops, iPads) at this school?
11. **(5 points)** How are the implications of the RAUP different for students under 18/18 and over?