Key Vocabulary

citation	A way to avoid **plagiarism** by giving someone recognition for the work they have done if you have used their ideas in your own work.
digital citizen	Being a **digital citizen** is being a part of an **online** or digital community.
keywords	The words we input when searching on a search engine.
online	When a user, computer or another PC device connects to the Internet.
personal information	**Personal information** is any data that can be used to identify a specific person, such as full name, birthday, address or school.
plagiarism	**Plagiarism** is taking someone else's ideas or work and pretending that they are yours. It might include copying text, pictures or videos that someone else has created.
privacy settings	Settings on a website, app or PC device that allow you to to choose how much information or data is shared with other people.
search engine results page (SERP)	A **search engine results page** is the list of web pages, images and videos generated by search engines in response to inputted search terms.
social media	**Online** communities that share content, such as chat, images, videos or music.

Search Engine

A search engine is a service you use on the Internet to help you find information via the World Wide Web. It allows you to input words or phrases into the search bar or address bar. The search engine then provides a list of websites or web pages that link to the words or phrases that were inputted. These results are display on the **search engine results page (SERP)**.

It is important to remember that some companies will pay the search engine to make sure that their results show at the top of the **SERP**.
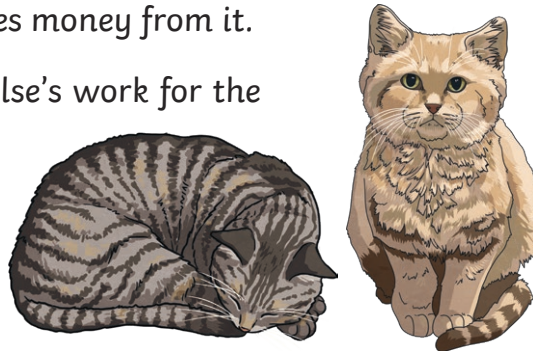
Is Using Other People's Ideas Always Bad?

When copycats reproduce someone else's work or ideas this means that:

- the original creator doesn't get recognition;
- the **plagiariser** might earn recognition or even money from **plagiarised** work;
- it is the same as cheating or lying;
- it is stealing; especially if someone makes money from it.

Sometimes, we might want to use somebody else's work for the right reasons. If you want to do this, a good way of giving the person recognition and respect is by writing a **citation**, either above or below the work you have used.

How to Be a Good Digital Citizen

By interacting with **online** content, we are all **digital citizens**. We should all try to be good **digital citizens**. In order to do this we should do the following:

- be kind and respectful to others **online**;
- report any unkind behaviour to a trusted adult;
- keep **personal information** private;
- do not reproduce anybody else's work and say it is your own without a **citation**.

We are all responsible for our own actions. We should be polite and helpful to the people around us - even those **online**!

Cyberbullying

Cyberbullying (also known as **online** bullying) is any form of bullying that takes place **online** and causes harm or distress to a person or group of people.

Think about how hurtful your words could be when writing something **online**.

If you think you might have written something mean, you should say sorry and remove the comment if you can.

Remember, if you see anything **online** that makes you feel upset or uncomfortable:

Report - Report via the **online** site that you experienced it on, then tell a trusted adult about it and ask for help.

Save - Keep evidence; take screenshots.

Block - Block the person or group of people responsible.