

# Netiquette

Netiquette, or Internet etiquette, is the online version of table manners. It helps make the Internet a safe and friendly place for everyone.

## Courtesy

Follow the same standards of behaviour online that you do offline. Always be consistent and courteous whether in person or over the Internet. Never use abusive or hurtful language.

## Privacy

Keep your personal information to yourself, like your passwords, full name, SIN number and address. Do not give out the personal information of others unless you ask for permission first.

## Plagiarism Plagiarism

Never use the words of others without proper acknowledgement of the source. See the school plagiarism policy for more information.

## Symbols & Humour

Reserve symbols like emoticons for personal or informal communications only. Example: :) and :S. Watch how you use humour in your emails and chats. Readers may take you too seriously or your witty comments may come across as being mean.

## Time Bandwidth

Use the school Internet for research and homework purposes only. Using the Internet for fun may slow down the speed for students who need it to do work.

## Flaming

Your opinion matters but not at the cost of everyone else. Repeatedly posting out of anger or spite in any online group discussion is not tolerated.

## Reporting

Tell a teacher or trusted adult if you come across something online that makes you uncomfortable, like pornography and messages from strangers and bullies.

## Internet ~~Use~~

School Internet access is not a right, it's a privilege. Play by the rules or it can be taken away.

## Cleanliness

Keep the computer you use and the area around it in perfect, clean condition as if it were your own. A clean space is a functional work space. Also, delete any of your files or downloads that are no longer needed to free up space on the hard drive.

