

Digital Footprint Protection

SUBJECT: Safe Online Navigation

LESSON TOPIC: Understanding digital footprints:

DURATION: 45 minutes (1 Lesson); 1-1.5 hours (Preparation)

LEARNING OBJECTIVES:

Main objective of the lesson

To educate students about the importance of managing their digital footprints, helping them understand how their online actions can affect their privacy, reputation, and future opportunities, and teaching them how to make smart choices online.

Competences that students will acquire

Students will develop critical thinking skills to assess the impact of their online activities, improve their understanding of privacy settings and safe online practices, and become more digitally literate. They will also learn to take personal responsibility for their digital presence, communicate effectively about online issues, and adopt proactive habits to protect their digital footprints.

MATERIALS/RESOURCES NEEDED:

- Module 2 (<https://www.digi-civis.eu/e-learning>)
- Canva Flashcards (https://www.canva.com/design/DAGO174Yj1E/BC_KS8NzxAMQl2bjHJ4Tiw/edit?utm_content=DAGO174Yj1E&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton)

METHODS/TECHNIQUES:

- **Presentation:** The teacher will give a short presentation to introduce the topic, explain what a digital footprint is, and provide real-life examples of how online actions can impact privacy, reputation, and future opportunities.
- **Group Work:** The class will be divided into pairs (or small groups, depending on the number of students). Each pair will receive one question and one scenario to discuss and analyze.

LESSON PLAN OVERVIEW

PREPARATION:

The teacher must:

- Thoroughly go through the Digi-civis Module 2, which covers the key topics related to digital footprints. This will help teacher to confidently introduce the topic and guide students through the lesson.
- Print the flashcards that have been created for the lesson. Each flashcard has a title on the front and the corresponding question or scenario on the back. Teacher will need to merge the front and back sides together for each card before class. Laminating the flashcards is recommended to make them durable for repeated use in future lessons.

IMPLEMENTATION:

1. Introduction (10 minutes)

Overview of the Topic:

- Briefly explain: A digital footprint is the trail of data you leave behind every time you interact online, such as posting on social media, commenting on videos, or even just browsing websites. This footprint can be positive or negative, and it plays a significant role in shaping how others perceive you, including future employers, colleges, and even friends. Because your digital footprint can have a lasting impact on your reputation, it's important to be mindful of what you post and share online.
- Privacy settings are a useful tool to control who can see your information, but even with these protections, it's best to avoid sharing sensitive details like your home address or phone number. Once something is on the internet, it can be difficult to remove completely, but there are steps you can take if something harmful is out there.
- For example, if a photo or link on Google is damaging your reputation, you can request its removal by submitting a form directly to Google [here](#).

- Similarly, if the problematic content is on another website, you should contact that site's administrators to ask for its removal.
- It's also important to regularly search for your own name online to monitor what information is available about you. This way, you can address any issues before they escalate. Also, remember that even private messages or posts can be shared by others, so always consider the long-term effects of anything you say or do online. Building a positive digital footprint involves being respectful, responsible, and thoughtful about your online actions, which will benefit you in the future. By taking control of your digital presence now, you can ensure that it reflects the best version of yourself.

2. Group Activity (35 minutes)

- Divide the students into pairs (or small groups, depending on the number of students in the class).
- Each pair will receive one question and one scenario related to digital footprints.
- Each pair will have 20 minutes to discuss and analyse their question and scenario. They should work together to come up with a thoughtful answer, considering what they've learned about digital footprints and online safety.
- After the 15 minutes are up, each pair will take turns coming to the front of the class. They will read their question or scenario aloud and then present their answer to the class.
- After each pair presents, the teacher and other students are encouraged to offer their opinions, ask questions, and provide additional insights. This collaborative approach will help the presenting pair refine their answers and deepen their understanding of digital footprints.

ADDITIONAL INFORMATION TO LEARN MORE:

- What is a Digital Footprint?
https://www.youtube.com/watch?v=dmQGq_FNBpE
- Four Reasons to Care About Your Digital Footprint
https://www.youtube.com/watch?v=Ro_LIRg8rGg
- Digital Footprint Video
<https://www.youtube.com/watch?v=tcOV2G3keMM>

ANNEXES:

- Canva Flashcards
(https://www.canva.com/design/DAGO174Yj1E/BC_KS8NzxAM_Ql2bjHJ4Tiw/edit?utm_content=DAGO174Yj1E&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton)

HOMEWORK / ASSESSMENT

For homework, students are asked to reflect on their own digital footprint by first searching their names on Google and other search engines to see what information appears. They should note any surprising or concerning results. Afterward, they will write a short reflection, about 200-300 words, discussing what they found and how their current digital footprint reflects who they are. Based on their findings, students will create a brief action plan outlining steps they can take to improve or protect their digital footprint, such as updating privacy settings or removing old posts. They should also set two to three specific goals for managing their digital footprint over the next few months. For extra credit, students may report on how they successfully contacted a website or platform to remove or update any unwanted information. This assignment will be submitted in the next class and will help students take practical steps to manage their digital presence.