

Navigate the net.

Whakatare i te kupenga

Online safety workshop for young adults

Develop your digital fluency, balance and boost your mental health and wellbeing while keeping safe exploring the world using technology.



Workshop details.

This workshop can help you understand online behaviours, overwhelming emotions and building resilience while increasing wellbeing. Lets ease any fears around online safety and nurture courage.

Workbook inclusions:

- What is anxiety?
- What can happen online
- Exploring identity online
- Cyberbullying
- Online relationships
- Online safety at home
- Signs i am being bullied
- Goal setting
- A helping hand flip cards
- Support prevention
- LGBTQ+
- Digital awareness
- Social media assessment
- Tracking time online
- Alternative to going online
- Online reputation checklist
- Resources
- Helpful contact information

Anxiety NZ is a national non-profit charity established in 1980. Our services include support, education and treatment for kids, teens, adults and families to help manage stress, anxiety, depression, phobias, OCD and related issues and help to increase social and emotional resilience.

Anxiety NZ offers a free 24/7 National 0800 Anxiety Helpline 0800 269 438 (0800 ANXIETY), free Peer Support Groups, National Therapeutic Services (assessment and treatment) with a Specialist Registered Psychologist or Mental Health GP in-person or online, Social and Emotional Resilience Workshops and Community Education.

Connect with us at www.anxiety.org.nz and sign up to our newsletter for helpful insights, or follow us on Instagram or Facebook. If you'd like to support the work we do - we greatly welcome donations of any amount. Please visit Givealittle or our website to consider donating towards this resource or helping improve Kiwis health and wellbeing.

The Lindsay Foundation's mission is to support Kiwi individuals and organisations who aspire to make a positive difference in New Zealand.

Have you met Smokey?

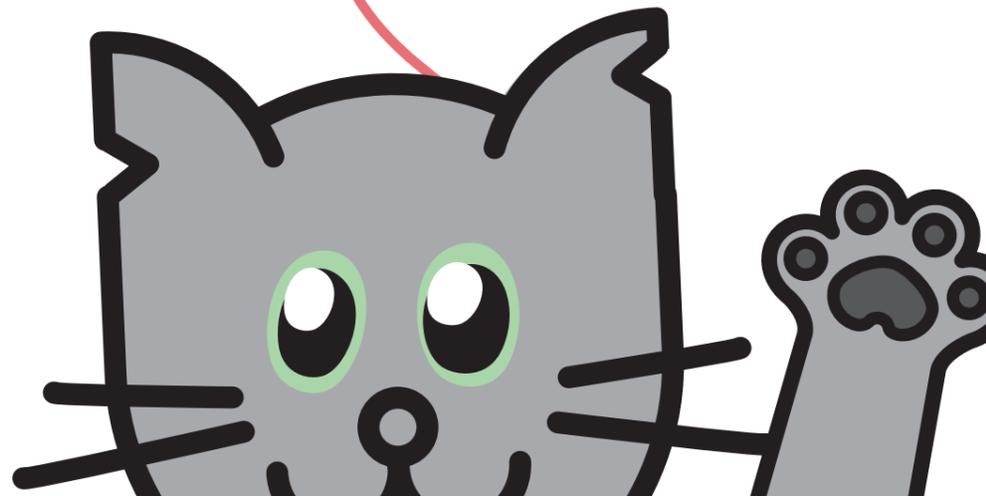
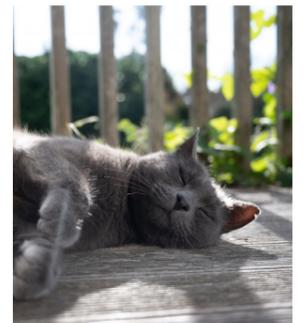
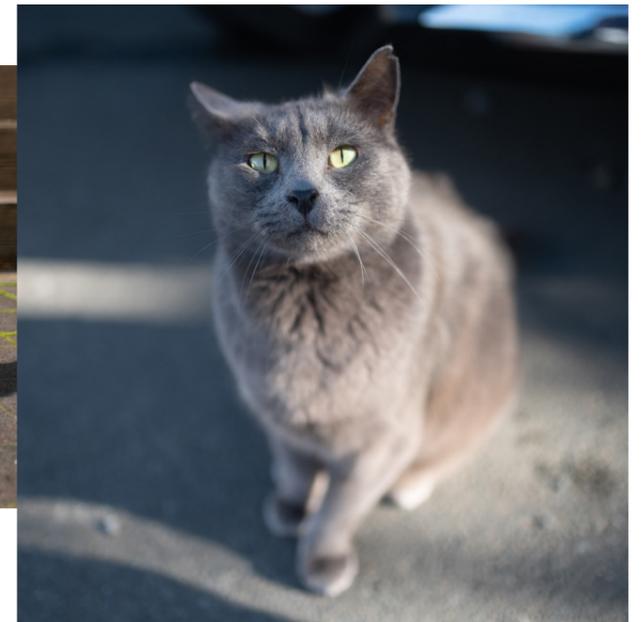
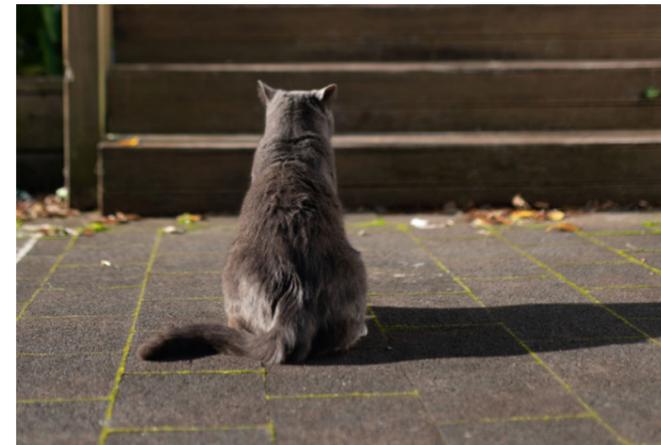
He's a lover of food, pats, and all things fabric over five years living at Anxiety NZ. He loves helping people feel safe in therapy or support groups and helping kids with selective mutism find their courageous voice! His ears have heard many whispers, his fur steadied shaky hands, and his purr soothed many worries. Smokey - he's not a therapist - just your everyday cheerleader.

Smokey lives happily full time at Anxiety New Zealand. He arrived at our charity homeless, unwell and terrified of people. It took three months to catch him, one year to recover from his injuries and another year to put all his big fears (of people, the dark, loud noises and surprises) behind him.

Now every visitor wanting a firm friend has one in seconds - and he spends his time helping others who arrive feeling anxious and in need of support.

“I'm here to be your everyday cheerleader!”

Smokey the cat



Why do you think the net was born? Going online has so many benefits: games, research, connecting with our friends and family. It can also be an easier place to explore identity, challenge adult norms, and experiment with different behaviours. But the digital world also has a dark side. Many New Zealand teenagers have felt uncomfortable because of something that's happened to them online.

What can happen online?

Cyberbullying, when someone uses digital technology to purposefully upset another person. This can also mean using the anonymity of the internet to post mean comments. Save the evidence, block the bully, and report the incident.

Scams, hackers, and viruses can affect you online. Strangers may lie about their intentions and try to steal your identity or have you meet them in person.

Use proper anti-virus software, don't click on links or attachments from strangers, and don't give out private personal information.

It is normal to feel some **political or environmental anxiety**. More access to the digital world means more media-related exposure. The more you see, the more worrying it can be.

Limit how much time you spend looking at news. This can help alleviate anxiety.

You may see **content online that makes you uncomfortable**, for instance related to suicide, self harm, or eating disorders.

Talking to trusted adults about disturbing content can help you feel better.

You may see unwanted sexual content, **or sexting**. **Zipit** aims to help teens deal with difficult sexting and flirting situations. The app offers humorous comebacks and advice, and aims to help teenagers stay in control of flirting when chatting.

Social media leads many teens to feeling sad, anxious or lonely. Seeing the lives of others online can make us feel worse about ourselves. It's important to remember that what people show online isn't the full story. If it keeps making you feel bad, taking a break from social media or unfollowing friend's stories can help.

Did you know? 1-2 hours of screen time a day is okay. More than two hours leads to depressive symptoms.

Monitor your time online – if you're unsure, use an app. What to do if you are feeling not good: Pause. Take some deep breathes. Take time away from devices. Talk to people in person. Get outside and go for a walk.

Online abuse is not okay. No matter what your ethnicity, gender, or sexuality is, you have a right to feel safe online.

(Korero) Talk with someone you trust if anything online upsets you or if someone asks to meet you offline. If you don't want to talk to a friend or whānau, you can contact Netsafe, Lifeline or the Anxiety New Zealand Helpline.

(Whakaute) Respect yourself by keeping your personal stuff private online, and respect others by thinking about what you say and do online. If it's not okay offline, it's not okay online.

(Hohenga) Take Action by keeping evidence of bullying by screenshotting or saving it. Block people who send mean messages and don't open unknown attachments. Report abuse or unsafe online behaviour to the website (e.g. Instagram), at Netsafe online, or contact the Anxiety New Zealand Helpline.

Exploring identity online.

The internet and social networking have become a huge part of our lives. The online world has lots of advantages – it allows us to connect with others, get creative, share ideas, have fun and express ourselves. Technology is a fundamental part of young people's identity, helping them find themselves, other communities and their own voice offline too. The anonymity and connectivity of virtual interactions and online spaces allows freedom in exploring identity and our sense of self.

Being online helps us learn more about who we are. Here are some things to keep in mind when exploring your identity online.

Anonymity

The virtual world allows users to freely explore different aspects of their personalities in ways that are not easily available in real life. One reason for this is the anonymity that virtual worlds provide. It means you can be free from social norms, family pressures or expectations you may face in your real-world life.

- Be yourself online, not just offline. It can be tempting to have a different online identity, but this can lead to confusion as you figure out more about who you are. Instead, let online information help guide you in figuring out your identity both online, and offline.
- Be kind. If you wouldn't say it offline in real life, it's not okay to say it online.

Follow your passions

- The internet is a great place to learn more about what you like (and don't like!). What are your strengths, characteristics, hobbies and achievements?

Connect

- Find groups that are interested in the same things as you. Connecting with other's over shared interests can help you find what matters to you, and help you find your voice.

Check in with yourself

- Do you feel empowered online, or pressured? Perhaps both? Do you feel expected to look or behave a certain way to get more likes? How would you feel if you didn't get any likes on something you posted?
- If you are feeling pressured to make posts, or 'like' content, or message people, it could be that being online is hurting you, not just helping you. Talk to someone you trust.

Digital break

- As you discover more about yourself and what you enjoy online, remember to take digital breaks.
- This could mean going outside for a walk or bike ride, catching up with friends or family in person, playing a sport, baking, yoga – whatever works for you!



Being online can be exciting, educational and allows you to connect with your friends. However, it can also be scary or a dangerous place and make us feel bad or uncomfortable. It is important know how to be safe when you are online and how to make yourself feel better.

Cyberbullying

Unfortunately, cyberbullying occurs a lot in the world today. There are many ways in which bullying can happen online that can include sending nasty and insulting messages, sharing someone else's secrets or pictures, "dissing" someone online, spreading rumours, receiving unsolicited pictures, pretending to be someone else to get them into trouble and stalking someone online.

Being bullied online can make you feel alone, humiliated, ashamed, upset, lonely, scared or worried which can make you not want to tell someone what is going on. It is not your fault if you are being bullied and there is help for you. Bullying is never okay.

What you can do if you are uncomfortable or unsure about something online:

Speak up (Korero atu): Tell someone (caregiver, friend or whānau member) what is going on.

Don't respond (Kaua e whakautu): If you are receiving hurtful or mean messages they are trying to get you worked up. Don't reply, it will encourage them to keep going.

Block (Poraka): If you can block the person, then do it.

Report (Pūrongo): Report mean videos, comments or pictures on the website or app you have found them on.

Keeping yourself safe online

It's important to protect your privacy and make sure you keep yourself safe online at all times. These are some things you can do to help keep yourself safe online:

- Keep your passwords a secret and make them not easy so people can't guess them.
- Adjust your privacy settings on your social media accounts so people you don't want can't be on there.
- Think about what you post and don't post what you wouldn't want people to see. Remember, it can be screenshotted and shared around.

- Clean your feed. Sometimes it is hard to know that it is things online that are making you feel down. It is good to go through your feed and see what is making you feel good and what is not.

- Talk to your whānau about how you can keep yourself safe online and if you are unsure about things that come up.

Ways to look after your wellbeing/hauora

Looking after yourself and your wellbeing is important, especially during stressful and unhappy times. These are some suggestions to look after your wellbeing.

Connect (Hononga): Talk to or hang out with whānau or friends. This could be having lunch together, going for a walk or watching a movie together.

Be active (Kia kaha): Being physically active can improve your wellbeing. This can be going for a walk, run or playing sports.

Sleep (Moe): Try to get a good night's sleep. It can be helpful to turn off all devices an hour before you plan to fall asleep. Make sure your room is dark and not too noisy. Try to use your bed only for sleeping. If you use your bed for other activities like going online, you can start to associate your bed with being awake.

Food (Kai): Eat regularly and healthier meals. Eating plenty of fruit and vegetables can boost our mood.

Try to relax (Ngana ki te okioki): You can try yoga, meditation, muscle relaxation or a breathing technique.

Take a break (E whakatau): Having some time off online platforms can be good for you and give you a rest from the online world. Two hours a day is the best amount of time to spend online. More than this can make people feel worse.

Online safety is just as important for young adults as it is for children and teenagers. The digital world presents a range of potential hazards and challenges which need to be navigated to safely enjoy the benefits! Many people have felt uncomfortable online. Awareness is key in ensuring safe and healthy online engagement.

Online challenges can include:

Clear communication, cyberbullying, discrimination, unwanted sexting, strangers.

Boundaries can be pushed or tested online. This can be because of anonymity or an expectation that bad behaviour is acceptable online. This is not true. Remember, if it's not okay offline, it's not okay online. Respect yourself by not sharing personal information when talking to strangers, or engaging with Respect others by thinking about what you say and do online – don't send hurtful comments.

Scams: phishing, database breaches, hackers, and viruses can affect you online. This threatens your privacy. Strangers may lie about their intentions and try to steal your identity to impersonate or defraud you, or have you meet them in person.

Use proper anti-virus software, don't click on links or attachments from strangers, and don't give out private personal information.

Political or environmental anxiety. More access to the digital world means more exposure to global and national media. The more you see, the more worrying it can be.

Limit how much time you spend looking at news. This can help alleviate anxiety.

Social media can lead to feeling sad, anxious or lonely.

Seeing the lives of others online can make us feel worse about ourselves. It's important to remember that what people show online isn't the full story. If it keeps making you feel bad, taking a break from social media or unfollowing friend's stories can help.

Online Dating and Meeting Apps can open up opportunities for scammers and connect us with people who may cause harm to our physical, social, emotional or financial health and safety.

Online abuse is not okay. Discrimination based on gender. Not matter what gender you identify as, or what your sexuality is, you have a right to online safety. If you don't feel safe, take these steps:

(Korero) Talk with someone you trust if anything online upsets you or if someone asks to meet you offline. If you don't want to talk to a friend or whānau, you

can contact Netsafe, Lifeline or the free 24/7 Anxiety Helpline (0800 269 4389)

(Whakaute) Respect yourself by keeping your personal stuff private online, and respect others by thinking about what you say and do online. If it's not okay offline, it's not okay online.

(Hohenga) Take Action by keeping evidence of bullying by screenshotting or saving it. Block people who send mean messages and don't open unknown attachments. Report abuse or unsafe online behaviour to the website (e.g. Instagram), at Netsafe online.

Self-care strategies:

Limit your time online. Think about what researchers are calling The Goldilocks effect: There is a point of use of electronic devices, not too low or too high, that is just right for wellbeing. Research shows that point to be 1-2 hours of screen time a day. Greater online use than this is associated with anxious and depressive symptoms.

When you are online, utilise self-care apps that increase wellbeing or give you suggestions on how to relax.

Do some deep breathing, and get some distance from overwhelming thoughts and feelings by grounding yourself in the moment and noticing what you can see and hear around you.

Talk to people you trust about how you are feeling.

Get outside and go for a walk.

And remember that the internet also provides many digital opportunities.

Digital opportunities for young adults can include:

- Job opportunities
- Online banking
- Research
- Support groups
- Self-care apps
- Games
- Dating and New Relationships

Online activities can help you develop skills like communication, creativity or critical thinking.

As a transgender, I really struggled to find my place in my community. Being online started as a curse, but then became a blessing. Some people were bullying me on Instagram. I found a support group online for trans people. They helped me to block the people bullying me, report it, and they've been there for me. I feel like I have a community and support from this group. **Alex, age 21.**

Online relationships.

Dating and other social apps have become more common in the search to find dates, new friendships, collegial or professional relationships.

In New Zealand, common apps include Tinder, Bumble, and Hinge, among others. The connections we make with others have a big impact on our health and wellbeing. It's important to stay safe and use the right skills and boundaries to match each situation.

A few tools and appropriate vigilance can help make meeting people online a fun and positive experience. Negative experiences can happen to anyone, without it being their fault. If this happens, it's important to report this and get good support.

These tips can help you, your friends or loved ones stay safe when navigating new online relationships.

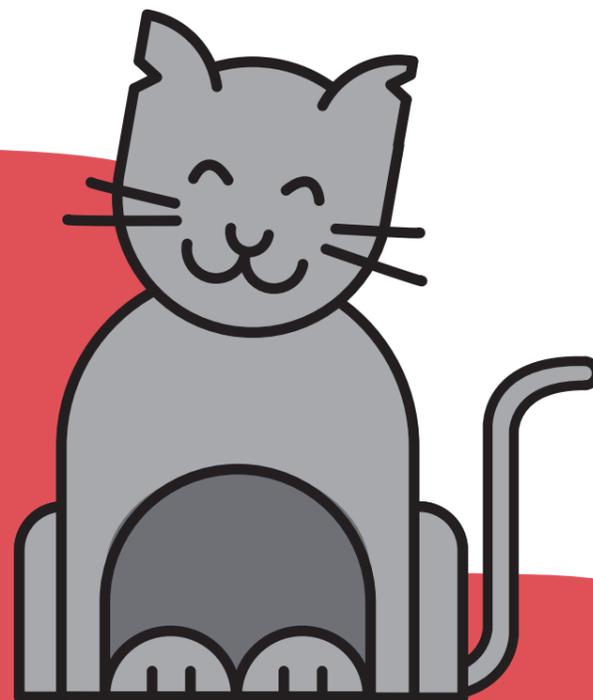
Tips for Staying Safe

- **Protect your Privacy.** Limit what you share in chats and publically on social media platforms. This includes your personal or financial information, holiday plans, address, if you have children and photos of your life.
- **Stay sober** when engaging in online activity or meeting in person.
- **Don't share intimate pics or videos** or engage in sexting without getting info of all the risks first so you can make an informed decision.
- **Do Your Research.** Get to know them first. Verify whatever you can. Doesn't stack up? Don't do it.

- Watch out for scams including requests to connect outside of the dating app or money for any purpose, or of quickly developing emotions and declarations of love, or dire, desperate stories and needing your help.
- Use an app that protects your contact details, or hide your own number when calling. You can Google instructions on how to do this on your phone.
- Video chat or speak by phone first and remember to protect your privacy. Nothing online is 100% private.
- Don't give out your address or be picked up / dropped back to your address. Don't send messages with your home, work, study or current location displayed.
- Meet Up in a Public Place at a time when people are around.
- Tell someone else where you're going, with who and when you're due back. Agree what they should do if you don't check in at the agreed time.

If you don't feel comfortable it's ok to un-match or block. Report suspicious, abusive or concerning behaviour to platform immediately. Visit www.netsafe.org.nz for more help.

If your health and wellbeing has been impacted by an experience online, or an interaction taken offline – it's important to reach out for support.



Online safety at home.

In times of crisis or uncertainty or sickness, it may become necessary to move study and work to mostly online at home. Working from home for prolonged periods of time comes with its own set of challenges.

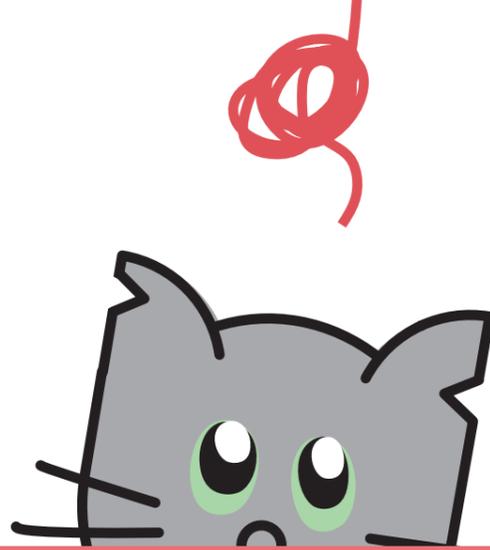
When students use school tech on site, they study in a protected environment. The schools' network is protected by a firewall, and sensitive information is safer from potential threats. Personal tech is not protected by the school's cybersecurity. It becomes your responsibility to ensure your information is secure.

- Installing antivirus software is a great start.
- Maintain confidentiality of sensitive documents and devices. Consider whether family members or flat mates could have access to your technology – make sure you use password protection on personal devices. Keep account logins and passwords safe.
- Check your security and privacy settings. Adjust privacy and safety settings to increase security and control the personal data you share. Look for the 'privacy and security' or 'settings' on the app or website.
- Online, we are surrounded by entertainment, education and social connection opportunities. Netflix or other entertainment subscriptions provide access on a range of platforms which means we are more likely to spend longer watching. By being at home, we have more time than ever to explore these opportunities, however it is important to continue to have meaningful offline time.
- In addition to this, most of us will have a range of apps on our phones. Consider your consumption of information and how you are using technology and apps – could it be time to do a review or adjust some of how you are spending that time?

- It's normal to want to stay in the loop and know more about current events and how they may affect you and your loved ones. Social media and other online sites provide news and information on real-world events. It's important to remember that information online can be unverified. Instead, connecting with reputable sources can ease some anxiety. Try to also limit your exposure to news – thinking about something that is out of our control all the time is unhelpful and will increase anxiety.
- Online training and meetings become more common as our technology use patterns evolve. Zoom, among other video call platforms, has been very popular for this. However, there are emerging issues. Privacy and security of the call needs to be considered, such as: who can join? Can it be recorded? How could that recording be used? What is in the background of your call – private information about your home?
- Staying connected with friends is important, and a lot of people are using the app Houseparty to socialize online. Unlike other apps, you don't need an invite to join a call or 'room' - anyone can join a 'room' of people for a call, or to play a game like a quiz night. People can come and go from rooms as they like. This comes with a number of risks, such as exposure to content you didn't want to see, or strangers accessing your conversation and seeing your end of the call. People can also take screenshots. Houseparty lets people to lock rooms by tapping on the padlock icon in the chatroom. Get to know the app and settings to have greater control over security.

Goal setting.

Lets set and track measurable goals around communication and online activity. Give yourself a timeline and a reward for smashing out your goals.



Define a goal

1.	2.	3.
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Break each goal into smaller measurable and attainable steps.

Step description:	Step description:	Step description:
Time allocated:	Time allocated:	Time allocated:
To achieve by:	To achieve by:	To achieve by:

Further planning

Define potential obstacles:

Plans for overcoming obstacles:

Desired outcome

Define measurements for success:

Describe outcome of achieved goal:

A helping hand.

These cards can be cut out and left out for a trusted adult to see, or directly given to someone you trust (e.g. A parent, caregiver, teacher), to help start a conversation or check in. Have a think about when you'd feel ok to talk and how you could do this. You could even give some to your friends, if they need help on something too.

Hi. I have been feeling worried about something and want to talk to you

When: _____

Where: _____

I would like some help and want to work on the problem together. Please stay calm and listen.

Thank you. From: _____

Hi. I have been feeling worried about something and want to talk to you

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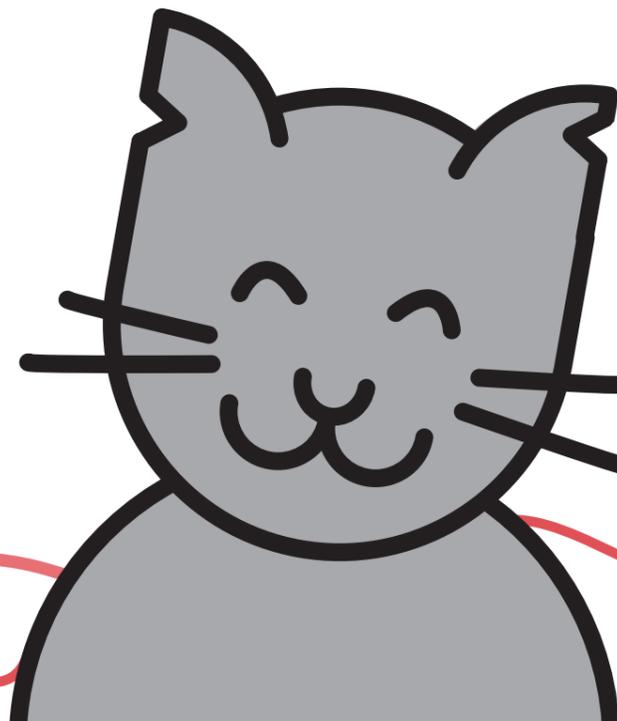
I would like some help and want to work on the problem together. Please stay calm and listen.

Thank you. From: _____

Signs I am being bullied online.

Cyberbullying can come in different shapes and sizes. At times there can be confusion if someone is being a bully or not. The following are some ways that bullying occurs online. If you are unsure if you are being bullied, speak with a friend and whānau member.

- Being called names online.
- Someone posting information online about you that you did not consent to.
- Being threatened by someone.
- Someone teasing you about what you look like.
- Someone impersonating you online.
- Someone logging into your account that you did not give consent to.
- Someone making a fake account to be mean to you.
- Being repeatedly sent unwanted, nasty and/or insulting messages.
- Being stalked online.
- Receiving unsolicited pictures.
- Someone spreading rumours about you.



Things that prevent us getting help and support.

When we are struggling with something it is ok to turn to others and ask for help. Getting help sounds simple but it is not always easy to do. Sometimes things stand in our way. They can be things we realise and things we do not realise. There are common barriers that can prevent us from seeking help, these include:

Embarrassment and stigma

Sometimes it can be hard to ask for help. It is common to worry about what other people might think about you or say about you if you ask for help. You are not alone in feeling this way. Seeking help shows maturity and confidence. It is a sign of strength, not weakness. You are aware of what you need and are not embarrassed to reach out for it.

Waiting for someone else to help us

It is not always easy for other people to see when we need help. Sometimes we put on a happy face to hide what is really going on or give the vibe we don't want to talk. Don't wait for someone to read your mind or notice when you need help. Take action and ask for help yourself.

Difficulty recognising symptoms

It can be difficult to recognise and identify when the difficulties you are facing are beyond the normal threshold of stress. It can help to go through the signs of being bullied in this workbook and see if you can identify any of them. If you are feeling alone, humiliated, ashamed, upset or lonely you should talk with your parents and whānau about what is going on.

Feeling undeserving of help or support

Every now and then everyone needs help – even adults. No one can or should handle everything alone. You deserve help and support if you need it. If you feel you can speak to your whānau or friends, there are places that would be more than happy to support you with what is going on. There is a list of places you can contact at the end of this workbook.

Confidentiality and trust

Sometimes it can be hard to trust someone if we tell them what is going on. You are not alone in fearing that your worries will not be kept confidential. Sometimes, things happen suddenly. It's normal to feel

strong emotions or a big urge to do something about it, right now! You might feel your heart racing, feel upset, scared or angry, and an intense desire to act like reply, defend yourself or a friend or share content. Other times issues or worries can build up over time, re-emerge from the past, and be confusing or unclear of who is involved and how. It's normal to feel uncertain or unsettled when we are unsure or we don't know how 'bad' something is or how it will impact us or our friends and family.

Sometimes we may worry about getting in trouble, want to hide something or feel like we've got in 'too deep' to get advice or help. It's never too late to get good advice and support to help you deal with online or tech related stuff. You never have to deal with these things alone. It's really important, especially if you are feeling strong emotions or urges to act, or it's been affecting you for a while – to pause, assess and if you're unsure, to get some help in working out the next steps.

So what do you do when something has happened, is happening or if you're not even sure if there is an issue or not?

Consider these questions:

How worried about this am I? What are the chances that this could cause me or someone else harm? If I try to deal with this on my own what are the risks? Who could help me figure out if it's an issue and what to do about it? Where could I get more advice?

It can be hard to reach out for help, don't hesitate to reach out and offer support to another person if you think he or she needs it. No one can go through life without asking for help every once in a while. Sometimes we have to reach out and ask for that help. Tell someone (caregiver, friend or whānau member) what is going on.

If you don't feel comfortable talking to an adult in your life, you can always talk to us at Anxiety New Zealand on our helpline (0800 269 4389, or 0800 ANXIETY), Netsafe – who provides information and help on online bullying (Phone: 0508 638 723. Email queries@netsafe.org.nz), or Kidsline – a help line for young people up to 18 years of age (Phone: 0800 54 37 54, or 0800 KIDSLINE).

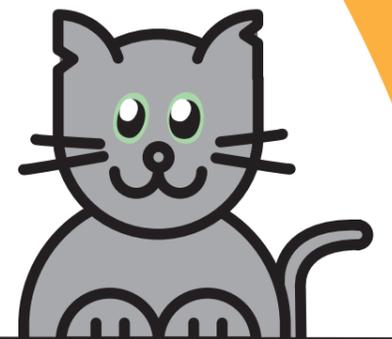
LGBTQ+ guide to online safety.

We need to care for and celebrate diversity in our New Zealand youth. The internet can be a safe place to learn more about sexuality and gender identity. It gives the opportunity to connect with like-minded people and access support. This can be especially important when it feels scary to explore these parts of your identity offline, and the internet provides anonymity.

There are challenges LGBTQ+ face online. These can include:

- Online homophobic/biphobic/transphobic abuse or cyberbullying
- Being sent unsolicited vulgar, sexually explicit messages or photos
- Increasing the chance of stranger danger, as some adults may try to take advantage of young people exploring their sexuality and/or identity
- Threatening individuals may try to steal private and personal information

It is essential, given the discrimination that this community can face online and offline, that all LGBTQ+ people know how to stay safe in digital spaces.





When exploring online spaces, remember:

- Perfectly safe and supportive online forums aren't always possible. Trolls, bullies and scammers can try to hurt you. Sometimes the best way to deal with comments in a larger forum, such as a comment section on YouTube, is to ignore them. Remember that it's not your job to educate people if you don't want to. Your wellbeing is the first priority.

When talking to strangers online, never give out:

- Address and Contact Information: an aggressor know where you live – or how to contact you – can put you in physical danger.
- Real Names: People can work out who you and your friends are, so some choose to use pseudonyms. This will give you privacy, while still allowing you to share your opinions.
- Links to Social Media. Consider keeping your social media settings private. Your social media account usually has a lot more personal information about you that could escalate cyberbullying and harassment.

If you experience unwanted messages or cyberbully, there are steps you can take:

- Reach out to someone you trust. This could be a close friend, a family member, or a teacher. If you'd rather talk to someone else, you can contact Netsafe, RainbowYOUTH, OUTLine or Youthline for support.
- Save texts and emails and take screenshots so you have evidence of what happened.
- Block or report the bully online. Different social media networks have help sections with tips on how to deal with bullying on their platform.

Digital awareness questionnaire.

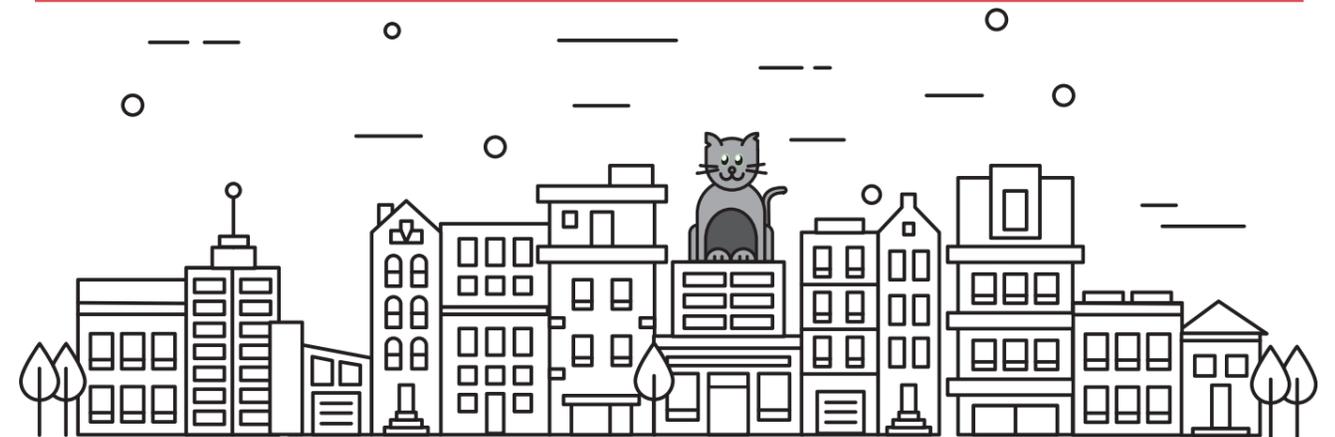
Assess the amount of technology you are using and make notes on how your own child will be influenced by this.

How are you spending time online? Some digital activities provide opportunities for learning critical thinking, improving communication, or developing creativity.

Is your time online displacing other things? Time online shouldn't interfere with things like studying, sleeping, or eating regular meals.

Have you been exposed to online content or communication that made you uncomfortable? How could you deal with uncomfortable online content?

How are you staying safe online?



Alternatives to going online.

Quick breaks:

- Write down a to do list for the day
- Drink some water, make a cup of tea or have a healthy snack
- Try on some of your favourite clothes
- Write down three things you are grateful for

Cheap and Cheerful:

- Go to the library
- Tidy your room
- Draw a picture
- Window shopping

Relaxing:

- Take a bath
- Journal
- Meditate

Energising:

- Listen to music
- Sing a song
- Dance around your room
- Go for a run, do yoga, or some other kind of exercise

Family Fun:

- Go to the park
- Play a board game
- Bake together

Discovery / Adventure:

- Rock climbing
- Ice skating
- Arts and crafts

Write down or draw activities not on this page that you like doing offline?

Online reputation checklist.

Your digital footprint shows all of your online movements, records a history and shapes your online reputation.

These can be positive or negative and can influence how people perceive you now and in the future. Maintain and manage your digital footprint with the checklist below.

Positive footprints are impressionable.

Use your time online to be creative, shout about something you are passionate about or show your achievements to others to leave a positive history. When used correctly the internet is a great source for learning and connecting. Others can be influenced by your actions so help spread a positive footprint by making conscious decisions about your internet usage.

Go online and search yourself.

Have you ever searched yourself online? Do you know what's online about you? You should know what you are posting but its hard to know what other people are posting about you. It is good to check this regularly. Some social media platforms and search engines enable you to create notifications whenever your name appears online.

Have you checked your privacy settings recently?

Updating your privacy settings on social media allows you to control what you share on social media. Most social networking sites have privacy sections where you manage your content and your audience. Remember that the people you are friends with and your family can also influence your digital footprint. If you do not want anything to be seen, your privacy should be set to private

Remember to think before you post.

Make sure you do not regret posting anything online. Once it has been uploaded to the internet, there is a high chance someone will see it and it cannot be taken back. If you are posting about someone else, make sure you have made a point to think about how the other person will feel. Would they be happy for you to post that? Would it make them feel unpleasant or anxious?

Not using your account? Deactivate and then delete.

If you are no longer using your social networking accounts, you can deactivate or delete them. Deactivating puts your account into hibernation. You can come back and reactivate if you just want to have a time out from social media. If you no longer use it, delete the account fully. Some content may never fully delete but over time you deleted account will not appear in searches.

Extra resources.

Independence Assessment

Assess your own independence and maturity. The independence assessment can be good to go through with someone older who you trust to guide you.

<https://seureservercdn.net/198.71.233.109/06v.0e9.myftpupload.com/wp-content/uploads/2017/07/Declaration-of-Independence-Assess-2017.pdf>

Blue Light

The 'Streetsmart Guide' is tailored toward young adults leaving home and school. It includes information about budgeting, moving out, tenancy agreements, opening bank accounts and other things previously done by parents and caregivers.

<https://bluelight.co.nz/files/NZ%20Streetsmart%20Handbook%202020.pdf>

Health Navigator

Online courses to help you feel better, solve problems and live life to the full.

<https://www.healthnavigator.org.nz/tools/l/life-skills-test/>

Helpful contacts.

If you need to talk to someone further about online bullying you can try these services:

Anxiety New Zealand: 24/7 helpline 0800 269 4389

Depression Helpline: Open 24/7. Phone: 0800 111 757

Kidsline: Helpline for young people up to 18 years of age, open 24/7. Phone: 0800 54 37 54 (0800 KIDSLINE)

Lifeline: A confidential telephone counseling service open 24/7. Phone: 0800 543 354

1737: Service offering text or talking with a trained counselor, open 24/7. Text or phone: 1737

The Lowdown: Group of counsellors available 24/7, contact via email or text. Email: team@thelowdown.co.nz or Free text 5626

Netsafe: Provides information and help on online bullying. Phone: 0508 638 723 Email: queries@netsafe.org.nz

Outline NZ: A confidential sexuality and/or gender identity telephone helpline service, open 6pm – 9pm. Phone: 0800 688 5463 (0800 OUTLINE)

Samaritans: Helpline open 24/7 for anyone needing to talk. Phone: 0800 726 666

What's Up: Phone counseling for 5 – 18 year olds available Monday to Friday, 12pm – 11pm and weekends, 3pm – 11pm. Phone: 0800 942 8787

Youthline: Phone: 0800 376 633. Free Text 234. Email: talk@youthline.co.nz

Youth Law: A free legal service for those under 25 years. Phone: 0800 884 529 Email: info@youthlaw.co.nz

