

Gaelscoil an Inbhir Mhóir

Computer Anti-Bullying Tips

(Protect Yourself From Cyber Bullying By Computer)

1. Be careful, be respectful, the Internet is forever

- (a) Always protect your Name, Identity and Reputation.
- (b) Always be respectful to others when posting material online.
- (c) The Internet is a useful invention but it can be abused if people use it to bully others (cyberbullying).
- (d) Cyberbullying can be stopped.

2. Do not respond to cyberbullying but keep the evidence

- (a) Never reply to online bullying or harassment.
- (b) Put yourself in control. Keep the evidence in case you need it.

3. Avoid cyberbullying on a social networking site, e.g. Facebook

When you first sign up to *Facebook protect yourself as follows:

- (a) Skip any options offered ("Add Friends," "Find Friends," "Profile Information" and "Profile Picture,"). Set your privacy settings first.
- (b) Click "Account," then "Privacy Settings" and then "Customise Settings."
- (c) Set all the "Things I Share" to "Friends Only" and untick the box for 'Include Me in "People Here Now" after I check in.'
- (d) Set the "Things Others Share" to "Friends Only" and disable "Friends Can Check Me Into Places."
- (e) For each item of "Contact Information" select "Customise and then select "Only Me."
- (f) Go back to "Privacy," go into "Applications and Websites," go to "Edit your Settings" and set your "Game and Application Activity" to "Friends Only," then untick all the boxes for "Information accessible through your friends" and the "Instant Personalisation" and "Public Search" sections.
- (g) Go back to "Privacy," go into "Block Lists," click on "Edit your Lists" and you can block any person from contacting you or seeing your information.
- (h) Now you are in a position to add any friends and information you wish, but do this carefully. Your current friends may not always be your friends. Do not share personal information (especially photographs) except with your most trusted friends.

If you are having a problem with unwelcome or bullying comments or other materials deal with it as follows:

- (a) Click on the "Report/Block User" link below information posted on the site e.g. a picture. You could ask a friend or trusted adult to do so too.
- (b) You will be switched to a forum where you can block the user. Once there, write a detailed report explaining what is wrong/harmful about the material e.g. it is being used to bully you - only then can the material be removed. Other social networking sites should also have privacy and safety settings. Social networking sites that don't have them should be avoided.

4. Email & Webcam

Do not respond to unwelcome or bullying emails. If you have a webcam keep it covered when not in use. Save and print them as evidence and if the bullying continues you can take them to the Gardaí.

**You must be at least 13 years old to sign up to Facebook.*