

2B2 WRITTEN MEDIATION TASK 1

Now you have to submit your first written mediation exercise: **an informal email**. Read the enclosed instructions carefully and write about **120-140 words**.

Context:

Your best friend's daughter, Emily, who is 14, has recently started to use social media. Sharon (your friend) is scared that she can get into trouble because of that. As you are a teacher (and Emily's godmother), she has asked you to tactfully tell her how to make a proper use of technology. You share the contents of an infographic you use with your own students to do so.

Task:

Write an email to Emily giving her advice to stay safe online. Use the information in the infographic below. Remember to use your own words whenever it is possible.

→ Check your email and make changes if necessary (Checklist p. 237).

→ Access the link "WRITTEN MEDIATION TASK 1" and do the task online. Write a neat version of your draft, revise it and submit it. Remember that you can write the task directly online (recommended procedure, as this is what you'll have to do in your exam) or you can write it on a separate document and then paste it on the platform.

INTERNET SAFETY

The Internet is a huge source of information and means of communication. However, not all of the information or people online are trustworthy.

Safe

S

Ensure personal information and passwords are kept private.

Do not put any of your contact details online and always check your privacy settings on social networking websites.

Never use your real name for your username, and ensure passwords are difficult to guess.



Meet

M

Never meet with an online friend in person, even if you think you know that person well.

Meeting someone from a chat room or social networking website could be dangerous. Online friends are still strangers and may not be who they say they are.



Accept

A

Do not accept emails, instant messages and friend requests from people you do not know.

Messages may contain viruses or unpleasant information and images. Also, remember that 'friends' on social and gaming networks can see and share what you post. Do you want strangers to see everything that you post?



Reliable

R

Not all of the information or people online are reliable. There is a lot of false information.

Always check that the information is correct and use reputable sources. Also, some people post false information or use false identities online to cause harm and trick people.

Try to limit your friends to 'real' friends.



Tell

T

Tell a trusted adult if anything online makes you feel uncomfortable.

Many chat rooms and social networking websites have support email addresses or alert buttons that enable users to report inappropriate behaviour, including bullying.

You can log off if you are uncomfortable or suspicious of anything.

REPORT ABUSE



Be careful what you share online!

Anything you post online or send in an email, such as a photo or message, can be copied or shared by anyone who can see it.

