## Cheshire West & Chester Council

# Focus on Online Safety

Safety the safe and responsible use of technology



This guide outlines some of the key issues surrounding adults and online safety.\*

#### **Identity Theft**

Online Criminals will try to trick you into giving them your information, a process known as phishing.

- Block unwanted spam email this will also block more phishing emails.
- Don't give away any passwords or any other personal information.
- Choose strong passwords using a mix of several words, letters, numbers and punctuation.

### Computer Security

Online criminals are trying to attack your computer either to steal from you or attack other people.

- Use security software: anti-virus, anti-spyware and a firewall or a security suite that includes all three.
- Make a regular backup of your music, pictures and other files.
- Be wary of attachments. Viruses often arrive in e-mail messages.

#### Cyber bullying

Cyber bullying is when one person or a group of people try to threaten, tease or embarrass someone else by using a mobile phone or the internet.

- Talk to someone you trust about it.
- Don't reply to any messages you receive as this may encourage the bullies.
- Try changing your online user ID or nickname.
- Keep and save any bullying emails, text messages or images you receive.

## **Social Networking**

Social Networking sites let you communicate with friends and if you choose, strangers online.

- Be wary of publishing any identifying information about yourself.
- Pick a user name that doesn't include any personal information.
- Learn how to use the site. Use the site's privacy features to restrict strangers' access to your profile.
- \*Please ask a member of the team for a further information leaflet or email: skillsandemployment@cheshirewestandchester.gov.uk

