

## Gooseberry Glossary and Advice

The keywords and terms that are used throughout our materials increase in number almost as quickly as the speed of the internet. We endeavour to keep these updated on a regular basis for your reference. If there are words and terms that you would like us to add please let us know.

### A

**Adware:** A form of malicious code that displays unwanted advertising on your computer. **Junk Mail** is an example of this type of code and most can be filtered out if it is sent to you as an email.

**Top Tip:** It is always safer to ignore and delete this type of communication.

**Antivirus: Software** that attempts to block malicious programs/code/software (called **viruses** or **malware**) from harming your computer.

**Top Tip:** It is a good idea to update your Antivirus if prompted to do so by your software. Checking the status of your Antivirus software frequently (once a week) could help protect and prevent harm to your computer.

### B

**Blog/Blogging (short for weblog):** A diary or personal journal kept on a website. Blogs are usually updated frequently and sometimes entries are grouped by specific subjects, such as politics, news, pop culture, or computers. Readers often **post** comments in response to blog entries.

**Top Tip:** Be aware of what you are sharing online and who can access your personal thoughts and updates.

**Bookmark:** A saved link in your **browser** window to a website that you have added to a list of saved links or **favourite** sites that you can click on directly, rather than having to retype the address when revisiting the site.

**Top Tip:** Consider bookmarking trusted websites that offer help and advice on topics that matter to you and the welfare of your family. To help you find your favourite websites, take time to organise your bookmarks into folders.

**Browser:** The window that appears when you log on to the internet. A browser is a program that lets you find, see, and hear material on the **World Wide Web**. Popular browsers include Safari, Microsoft Internet Explorer, Firefox, and Google Chrome.

**Top Tip:** Take time to explore the security and privacy settings of your chosen browser to help protect all internet users in the household.

**Buddies (Buddy list):** A list of friends a user interacts with online through various media such as **Instant Messaging** (IM) online gaming and chat.

**Top Tip:** It is important to be aware of who you are friends with online. Check and edit your friends list frequently to help ensure that your online friends are those you trust and that are known to you.

## C

**Cache:** Your cache remembers everything that you have done and seen online and helps your computer to remember details of web pages that you have visited. When you visit them again these pages load quicker as your computer or your cache has remembered the parts of the page that do not change and does not need to download them again. The issue is that everything that you have done online is recorded in your cache.

**Top Tip:** You can clear your cache but be aware that this will not prevent someone with the intent, finding out what you have been doing online using your computer. Clearing your cache can make your computer run more efficiently.

**Chatroom:** A location online that allows multiple users to communicate electronically with each other live and in **real time**, as opposed to delayed time as with email. Chatrooms often focus on specific topics and discussion themes. These online areas are used by a wide variety of people online and are sometimes misused to make inappropriate contact with others and for **trolling**.

**Top Tip:** When using any type of chatroom or social media platform, consider a username that does not give away personal details. Be aware of what you are sharing online and keep your posts clean and considered.

**Cookie/s:** A piece of information that is captured about your visit to a website that some websites record automatically on your computer. You will often be asked to 'accept the use of Cookies' before you are able to proceed with browsing a website. By agreeing to use Cookies, a website operator can determine a lot of information about you and your computer. Cookies are not always bad. For example, a Cookie remembers that you prefer aisle seats in the front of the plane.

**Top Tip:** Consider turning off Cookies to protect younger internet users from unwanted adverts, data capture and tracked web browsing. Cookies can be turned off in the settings area of your browser.

**Console:** A term used to commonly describe a device that is used for gaming either on or offline. Computer consoles enable gamers to connect with friends and other people online to play team games and socialise in an online community.

**Top Tip:** Always consider the personal information that you share online. When setting up gaming accounts choose a username to help protect your personal details.

**Cybercrime:** Any intentional criminal or illegal activity conducted with the use of a computer or the internet.

**Top Tip:** Be aware that internet scams come in all different forms from emails to text messages and pop ups. The safest way to respond to suspicious messages is to delete them.

**Cybersecurity:** Any technique or measure that is taken to protect computing hardware, equipment, electronic or personal data and information. Measures will include effective detection, prevention and responses to online or digital crime.

**Top Tip:** You are often in control of what people online can find out about you. Be aware of what you are sharing online and with whom you are sharing it with.

**Cybersex (computer sex, or 'Cybering'):** Refers to virtual sexual encounters between two or more persons using digital devices and or the internet.

**Top Tip:** It is natural to be curious and excited about connecting with people online. Be aware that it is a crime to take, save or share sexual images of yourself or others if you or they are aged 18 or under. Think carefully about the dangers of over sharing online and in real life.

**Cyberstalking:** Methods individuals use to track, lure, or harass another person online. Methods can include the use of electronic communications like emails, texting, personal messaging and **trolling** using electronic **message boards** or **chatrooms**.

**Top Tip:** If the topic of conversation in a chat room or on social media makes you feel uncomfortable the safest thing to do is leave the chat. If you feel threatened by the behaviour of someone online or in real life please talk to someone that you trust and ask for help. If you have been threatened, contact your local Police for support and advice.

## D

**Discussion Boards/Internet Forums/Message Boards/Bulletin Boards:** These are online sites or apps that allow users to **post** comments on an issue or theme. **Posts** form part of an online discussion or 'message feed' or 'stream' that can lead to, encourage and support **trolling**, **online bullying** and opportunities for radicalisation. Some boards and forums are monitored and regulated but many are not. These types of online communities should be used with care, caution and common sense.

**Top Tip:** Report comments or users that are misusing chatrooms or social media. If what they are saying is offensive or upsetting to you, it is likely to be doing the same to other people online.

**Digital Footprint/Tattoo:** The footprint or electronic trail you leave behind after any internet or online activity. Your digital footprint can be made up of photos, **posts** and visits to websites. Be aware that computers maintain a record of all website visits and email messages, leaving a trail of the user's activity in cyberspace. This data can still exist even after the browser history has been cleared and email messages have been deleted.

**Top Tip:** Be sure to respect the digital footprints of others when posting photos online. It is polite to ask permission from people before you post information about or photos of them online.

**Download/ing:** The process of copying a file or information from one digital place to another using the internet.

**Top Tip:** Make sure you download files from trusted sources and websites. Downloading free music, games and other information from the internet could be illegal and may also mean downloading a virus.

## E

**Electronic mail (email):** An electronic mail message sent from one computer or mobile device to another computer or mobile device. To send an email you need an email address to send your message from and to. Emails are useful to use for sharing information quickly and should be short messages. Where possible, try and maintain personal communication face to face to avoid over use of email.

**Top Tip:** When setting up your email account think about the impression that your email address will create when you need to share it. Often email addresses are set up in young adulthood and are likely to remain with you into adult life. Choose a sensible email address and not one that you might be embarrassed to share later!

## F

**Favourite(s):** The alternative name for **bookmarks** that can be set up in your chosen web browser.

**Top Tip:** If setting up favourite web pages and sites for younger internet users, check them first to make sure they are suitable for them to use. Consider finding websites and pages that contain trusted sources and information that will help them use the internet safely.

**File Sharing:** This software enables multiple users to access the same computer file simultaneously. File sharing is sometimes used illegally to download music or **software** but can be a good way to share personal and business documents with specific people or groups.

**Top Tip:** Trusted file sharing sites can be a safer way to share personal information such as photos/files and videos with family members or trusted groups. Investigate the different online types and options available to help make your choice.

**Filter/Filtering:** There will always be a need to filter and block certain websites and pages on the internet. It can be an effective way to allow you control in blocking certain types of content from being displayed. Filters allow you to screen for offensive language, nudity, sexual content, and violence. Different methods to screen unwanted Internet content include whitelisting, blacklisting, monitoring activity, keyword recognition, or blocking-specific functions such as email or instant messages (IM). Filtering options are available through parental control software and internet **browser** settings.

**Top Tip:** Younger internet users are often adept at turning off filters and can find ways around restrictions. Promoting positive online behaviours from an early age can help reduce the need for excessive filtering and restriction and develop a confident, responsible and independent user of the internet in the future.

**Firewall:** A security system usually made up of hardware and **software** used to block hackers, **viruses**, and other malicious threats to your computer.

**Top Tip:** Check the details of your router to see if it has a built-in firewall software and then check to see if the firewall is turned on. Wireless routers will often have preinstalled firewall software but it is worth checking. If your router does not have a built-in firewall you will need to install one to help protect your system.

**Flame:** A hostile, strongly worded message that may contain obscene language. These messages consist of a verbal or written exchange between two or more people. It is common to find this type of behaviour in online games and **chatrooms** where the topics and emotions can run high.

**Top Tip:** If you find yourself involved in this type of situation the safest thing to do is leave or end the conversation online. Take time to calm down and avoid adding further contributions that could inflame the situation further.

## G

**Gamer tag:** The nickname a user has chosen to be identified by when playing online games.

**Top Tip:** Be safer when online gaming and create a tag that protects your personal information and identity online. Be sure to create a tag that will not cause offense. Gaming services have the right to suspend or block your account if you create an offensive or inappropriate gaming tag.

**Gaming (Online):** Online or Internet games can be played either individually or by multiple online users at the same time. These types of games can be played on **consoles** or on desktop computers. Online games that are offered for free should be avoided as they can also contain **viruses** and may require hidden in game purchases that can become expensive. Be aware of the recommended ages placed upon games. Some content can be upsetting for younger players and online gaming can bring them into contact with players who are much older.

**Top Tip:** Promote safety in numbers when online. Encourage younger gamers to keep together when playing multi-player games online. Talk to them about their online friends and encourage them to only be friends with people their own age and who they know in real life.

**Griefers:** Internet gamers who intentionally cause problems within games and/or bully other gamers for fun.

**Top Tip:** It is possible to report gamers who intentionally cause problems in online games. You will need to know their username or gamer tag and report them using the procedures that have been put in place by the gaming service provider.



**Grooming:** Refers to the process of and the techniques used by people online to get to know and seduce their victims in preparation for sexual abuse either online or in person. Grooming can be undertaken over a short or prolonged period and can involve different methods of contact. Grooming starts with befriending. Befriending will involve a person using soft contact (for example chatting about hobbies and interests) to identify a prospective target. It will then progress to the groomers use of controlling techniques and behaviours, where the child becomes reliant on the person doing the grooming for support. Contact can include **emailing, texting** and personal messages.

**Top Tip:** Be vigilant and aware of **any** app, game or website that enables social networking and contact with other people online. Closely monitor and note unusual changes in your child's behaviour and be confident about discussing what your child does online. Their safety is more important than their privacy.

## H

**Hardware:** A term used to describe physical computer equipment and related machines or computer parts to include plug in and output devices like **webcams**, printers, headphones and speakers etc.

**Top Tip:** If you are concerned about the security of your hardware when it is not in use, ensure that all hardware is turned off at the mains and is unplugged from the main computer.

**History (Browsing):** A tracking feature of Internet **browsers** that shows recent websites that have been visited. It is possible to clear your browsing history but this does not delete the browsing history. Your browsing history is made up of web addresses (URLs), **Cookies**, downloads and most importantly your **cache**.

**Top Tip:** Think carefully about how you use the internet and the places that you visit online.

**Homepage:** The default website that opens in your chosen browser when you log on to the internet.

**Top Tip:** Consider the different users your computer and set an appropriate homepage.

## I

**Identity Theft:** Is an element of **cybercrime** where someone obtains vital personal information (e.g. credit card, National Insurance number, bank account numbers and passwords) of another person and uses these details to steal money or obtain goods and services fraudulently. Email scams, spyware, and viruses are among the most typical methods for stealing someone's identity but the way in which you protect yourself online and your identity can influence how much people online can find out about you.

**Top Tip:** Be wary of any communication that asks you to update personal information. Always check the authenticity of the sender. Large companies do not ask this information over the phone, by text or email so if you are not sure contact the company directly. Check messages for spelling mistakes.

**Instant Message/messaging (IM):** Private, **real time** text conversation between two users using electronic devices. Instant messaging is an integral feature of many social networking and gaming sites that enable users to send short messages quickly to each other.

**Top Tip:** Be aware of the popular messaging apps that enable IM. Promote positive but safe use of these with younger users. Download the apps yourself and experience using them safely by turning on privacy settings.

**Internet (net):** A giant collection of computer networks that connects devices, people and communicates information on the **World Wide Web**.

**Top Tip:** Remember the internet is a fantastic tool, it is the behaviour of the people using it that make it dangerous. Be positive about the use of the internet and take every opportunity to teach others how to use it safely.

**Internet Service Provider (ISP):** A generic term used to describe the company that provides you with access and connection directly to the Internet.

**Top Tip:** There are many ISPs to choose from in the UK. Each one will be able to offer you something to suit your internet requirements. Shop around and make the most of the best deals.

**IP Address:** The numerical code connected to your computer or device. You can find out the IP address for your computer with a simple internet search. An IP address It does not provide people online with any personal information about you only information about your computers general location.

**Top Tip:** The safest thing to do is keep all your personal details as private as possible to avoid people online putting individual pieces of information together to form a more detailed picture.

## J

**Junk/Spam folder:** You will find a Junk or Spam folder in every email account. These folders are the places where emails that are spam or junk are redirected to and stored. Email systems help to filter out the types of emails that might be unnecessary junk or spam. Junk and spam emails are often a nuisance and will contain suspicious links or be sent from suspicious email addresses.

**Top Tip:** If you are not sure of where an email has come from simply click on the sender's email address at the top of your email. This will show you clearly who has sent it. The safest thing to do is delete any junk or spam that has found its way into your inbox.

## M

**Malware:** Malware stands for malicious **software** or code, which includes any harmful code, Trojans, worms, **spyware**, adware, etc. Malware is designed to damage the computer and or collect information. You can download Malware by clicking suspicious links in emails, from free downloads that include games and music.

**Top Tip:** Protect your computer and your personal details by ignoring and deleting any messages that contain links or invitations to download free games and software.

**Mobile Web:** The Mobile Web is the World Wide Web accessed from browser based internet services using mobile devices. Access to the World Wide Web no longer requires a desktop computer using a fixed internet connection and is now possible through wireless or mobile network connections.

**Top Tip:** Be careful when using public wireless connections. These are often unsecured and can give those who have the skill, intention and opportunity to monitor what you are uploading, downloading and sharing online. Be aware that your device is more vulnerable if you are using an unsecured network.

**Monitoring Software:** Software products and apps that allow parents to monitor or track the websites or email messages that a child visits, sends or reads. These types of products can give parents peace of mind but should be used with care and other approaches that include education.

**Top Tip:** There is a fine line between monitoring younger internet users for safety purposes and invasion of privacy as they grow up, as this type of approach is likely to create conflict. Try and use these types of products alongside positive online safety education. Keep personal safety and responsible use of the internet at the forefront for all members of your household.

## N

**Netiquette:** Rules or manners for interacting respectfully and courteously with others online (such as not typing a message in all capital letters, which is equivalent to shouting). An example of netiquette is to use the positive ethics and morals from daily life in our extended internet world and life online.

**Top Tip:** It is always wise to think about things before you say them in real life or online. Mistakes online cannot be deleted and will remain online forever. If you have an issue with something or someone find an opportunity to discuss it with them face to face or message them in private.

## O

**Online Bullying/Cyberbullies/Cyberbullying:** Wilful, systematic and repeated harm inflicted through the medium of electronic text or images, typically sent and shared through **emails, text messages, online gaming** and websites (e.g. blogs, social networking sites).

**Top Tip:** It can be difficult to know when someone is having a problem with other people online. If you are concerned about someone or it is happening to you, try talking about it. It can be a challenge not to message back but not responding takes the power away from the person who is being unkind and gives you the time to seek some support for yourself or the person being bullied.

## P

**Password/PIN:** A private word or set of numbers (**Personal Identification Number**) that is used to gain access to online accounts, services or enables a user to modify software, such as a parental control.



**Top Tip:** Everyone knows that you need a mixture of letters, numbers and symbols but these can be difficult to remember. Try using a sentence but substitute letters for different characters for example '1\_L0v3th35Umm3R\*' reads as 'I love the summer'

**Phishing/Click Jacking:** These two terms are often used together to encourage an internet user to behave in a certain way for another person's gain. A Click Jack is a catchy title used to encourage a user to either open a message, watch a video (to increase the number of views) or read an email. Phishing is the scam behind the title that involves a fraudulent request asking for personal, private and financial information from an unsuspecting user. These types of mails and messages are types of junk mail and spam.

It can be tempting to click on these types of messages or social media content (that's the point) but you could open or download something to your device that could be upsetting and put you and your personal information at risk.

**Top Tip:** Resist temptation and delete these types of messages and emails. Skip watching these types of videos if you must look, have a quick read of the comments, this will give you an idea if it is worth it!

**Post:** Information that is shared online and uploaded to the internet. Some apps and websites will notify you and others when a post has been made by you or someone that you are following online.

**Top Tip:** Always think about what you are posting before you post it online. Think about the people who could see the post, that might include friends, family, work colleagues and even total strangers online. Once you have shared a post you have lost control of it as it will be seen by someone, even if you choose to remove it later.

**Privacy Settings:** Privacy settings exist for your protection. These settings enable you to control who has access, sees or can connect with you online. Privacy settings can also be controlled to protect younger internet users from unsuitable online content over a home network or on a device. Almost every app and device will have some level of privacy control. Everyone online who uses social networking or online gaming should take time to explore privacy settings and have a concern over personal privacy and that of other online.

**Top Tip:** If an app requires access to things like your camera, friends and contacts list and location for you to enjoy using it consider how much information this app has access to and might need to share with others online. Privacy settings will help protect you and others online but positive and safe behaviour is just as important.

## R

**Real-time/Live:** The actual time at which something takes place online without delay. Social media and networking apps now have the capability to broadcast live to their friends and subscribers. This allows the broadcaster to connect live with their audience offering a more personal experience.

**Top Tip:** If you are thinking about having a go at live streaming, think about what people who are watching can do with your broadcast. It is possible to take photos and screen shots of a live broadcast and it can be recorded by the viewer.

## S

**Search engine:** An Internet service that helps you search for information on the **World Wide Web**. A search engine will read keywords that have been typed in by the user and locate web pages that it feels match your search. Searching for things online is a skill as you may not find what you are looking for straight away.

**Top Tip:** When searching online for specific information make sure you check the accuracy of it. Look at least 5 different websites including those that you trust to avoid fake and inaccurate information. You may need to change the wording of your search to find what you are after and it is a good idea to look at more than one website, not just the first one on the list.

**Sexting:** Is a term used to describe the taking, sharing and in some cases saving of sexually explicit or themed photos, videos pictures and messages using an electronic device. This behaviour is common amongst younger internet users, most often teens. Users create and exchange provocative messages and nude, sexual images of themselves using their devices built in digital camera and **text messaging** capabilities. It is natural to be curious about exploring and experimenting with sexuality and relationships but when it is done specifically online these can be highly risky behaviours. Social networking apps have the capability to allow users to share and exchange photos and messages in an instant and often on impulse and without consideration.

**Top Tip:** Remember we are all at risk online not only from other people but also from our own behaviour. It is easy to forget the dangers of sharing too much of ourselves online and there are some things that should remain private. Resist the temptation of sharing sexual images and messages online, a potential partner today could be an angry ex tomorrow.

**Selfie:** A photo taken of yourself using a digital device. Selfies are often spontaneous and taken in the moment, with others or alone. It is natural to want to share a selfie online but remember every piece of information you share online adds to your digital footprint. Selfies are often shared online using apps and social media.

**Top Tip:** Think carefully about the poses you strike when taking a selfie. An overtly sexual pose will communicate a very specific message to some people online, a pose that includes personal details and your location could put you in immediate danger if shared online. The safest thing to do is to keep selfies private but if you must share them online, pose safely.

**Skype™:** A popular app that enables users to set up profiles, make free phone calls, chat and video chat through using a webcam through their computer or mobile device from any point in real time around the world. Since the conversations and content exchanged through Skype is not monitored, younger internet users are at risk of exposure to inappropriate material and people online who pose a risk to their safety.

**Top Tip:** Skype is a great way to keep in touch with friends and family across the world but consider if it is the most appropriate app for younger internet users to use on their own on personal devices.

**SMS:** Stands for 'Short Message Service' and is a form of text messaging used on mobile devices. In some cases, text messaging has taken the place of real life conversation and has its own unique language. Text speak uses abbreviations for words and sentences to help keep messages short.

**Top Tip:** The tone of any written message can sometimes be misunderstood. Take time to speak to people face to face to ensure your message is heard loud and clear.

**Social Networks:** Online communities where people share (sometimes overshare) information about themselves, music, files and photos etc. with likeminded users. There are many social networking websites to choose from (Facebook, Twitter, Instagram, Snapchat, YouTube to name but a few).

**Top Tip:** Connecting with other people online should be an enjoyable and safe experience for everyone. Check the age requirements for different apps to help reduce the risk of younger users being exposed to inappropriate material and contact online. They may know how to use these apps but may not have the skills to use them safely.

**Software:** A program or set of instructions that runs on a computer. As technology develops, it is more common for software to be download from the internet in the form of apps rather than being installed via a computer disc. A computer needs specific software to enable certain tasks to be undertaken on it for example desk top publishing, accounting and video editing etc.

**Top Tip:** Be sure to install authentic software and apps onto your digital devices. Installing free software and apps can expose your digital devices to viruses.

**Spam:** Any unsolicited or unauthorised email, message or junk mail sent to many users via the internet. Spam can be fraudulent phishing scams used to capture personal or financial details, advertising and intentionally distributed viruses. Internet Service Providers and email software can help block some spam, but not all.

**Top Tip:** If you get sent a piece of spam mail delete it to avoid the temptation of opening or sharing it with others.

**Spyware:** Spyware is software that is unwittingly downloaded by the user whilst downloading item including games, updates and demos which collects information about you without your knowledge or consent. The information is then sent back to whoever wrote the spyware program. The programs track computer use and create numerous pop-up ads. In some instances, spyware can damage the device and facilitate identity theft.

**Top Tip:** If you download any software programs that include games, updates and demos from the internet be sure to run it through your antivirus first. This will reduce the risk of downloading spyware onto your device. Using official and authentic software will also help reduce the risk of viruses and spyware.

**Surfing:** Internet surfing involves spending time on the internet specifically users browsing around various websites following whatever interests them online.

**Top Tip:** Surfing the net can be a good way to relax but try and keep your time online to a minimum in the evening. Give your brain time to rest, relax and download the events of the day in preparation for the uploads it will need to deal with the next!

## T

**Texting:** A method of sending short messages (SMS) between digital devices.

**Top Tip:** Take some time to look at the world around you. Have you ever seen people on a train journey and what they are missing in the real world whilst they are on their mobile devices and laptops?

**Twitter:** Twitter is a social media site that lets its users send short messages (or 'tweets') to a network of connected users/followers online. Twitter is similar in form to features on other social networking and instant messaging sites that allow users to update their 'status' to let their friends and followers know what they are up to in real time, all the time. Twitter users have 140 characters to let the world know what's on their mind or to send a tweet about something they care about. This is also called 'micro blogging'.

**Top Tip:** It takes time, skill and thought to use Twitter safely and effectively. Users from all over the world can know your thoughts and feelings in a second if your tweet is shared enough times. Be aware of what you share, how much you share it, when you share it, who you share it with and where.

**Trolling:** To purposely spreading hatred, racism, misogyny, bigotry, conflict and any other kind of unpleasantness online. Trolling is all about causing intentional conflict amongst people just for the sake of it. People who troll will often respond to global events or topical discussions and will target and challenge political, social or cultural opinion.

**Top Tip:** Comments on posts, videos and pictures can often contain upsetting and inappropriate materials. Be aware of what younger internet users are exposed to and how they are responding to different posts online.

## U

**Upload:** To send information from your digital device to another digital device.

**Top Tip:** Always be aware of what you are sharing with other users online. Sharing links, information and software could put other people online and their digital devices at risk

**Username:** The name a user selects or creates to be identified on a computer, a network, a device, a game or app.

**Top Tip:** Be creative when coming up with a username to use online. It should be within the rules of the website, app or game and should not be offensive or inappropriate. Conceal and protect your personal details by using a nickname.

## V

**Virus:** A self-replicating software program that typically arrives through email attachments and links that once downloaded multiplies on the hard drive of the computer or device, quickly exhausting the computer's memory. A Trojan is a variation that allows unauthorised users to access the computer, from which they can send infected emails or spam.

**Top Tip:** If you get sent a suspicious link or email delete it.

**Viral:** This can involve a message, post, image, video or piece of information etc. that is circulated rapidly and widely spreads on the internet.

**Top Tip:** If you receive or are asked to share any piece of information that might cause upset, please let it stop with you. Spreading information, no matter how amusing it might be, could harm other people online.

**Vlog:** A video log, a blog that is recorded on camera and usually uploaded to YouTube or a similar social networking and social media site.

**Top Tip:** If you are thinking about vlogging or blogging take time to plan what you want your channel to say about you. Be positive in the messages and information you are sharing online.

## W

**Webcam:** Most digital devices no matter how basic now include a webcam as part of their integrated hardware. A webcam allows a video image to be captured and recorded so that it can be watched again, stored and shared with others online.

**Top Tip:** Be aware that webcams are a tool used by people online to groom others, including children and younger internet users. Secure the webcam by ensuring that it is turned off and deactivated when it is not being used. It is a safe idea to monitor the use and interactions on the webcam, especially if children are using it. It is possible to record and take photos of people through a webcam.

**World Wide Web (www or web):** The World Wide Web is different to the internet. The web is an information and navigation system used on the internet (which is a global computer network) that lets you browse and search for information through a variety of linked pages, resources and documents.

**Top Tip:** The World Wide Web is an amazing place to explore and through simple and safe online behaviour everyone can enjoy and appreciate the many areas of this unexplored world.

**Got a suggestion?**

Contact us at [www.gooseberryplanet.com](http://www.gooseberryplanet.com)