

# WebQuest Protecting Online Identity and Reputation

## 1. Introduction

Welcome to the Protecting Online Identity and Reputation WebQuest!

In today's digital world, social media and online communication play a significant role in how we interact with others, and it's crucial to protect ourselves and our identities online. In this webquest, you will learn about the different aspects of online identity, explore different tips and advice on protecting online identity and reputation, and explore how technology tools such as filters and blocking features can be used to protect oneself and others from cyberbullying.

### **Online Privacy**

*A student named Ana was excited to share her new phone number with her friends on social media. However, she didn't pay attention that her profile was set to public, and anyone could see her post. Within hours, she started receiving calls and messages from strangers, some of whom were using inappropriate language and making threats. Ana felt scared and violated, and she wished she had been more careful with her online identity. She didn't realize how easily personal information can spread on social media and how important it is to use privacy settings.*



Photo by [Laura Chouette](#) on [Unsplash](#)



Photo by [Sigmund](#) on [Unsplash](#)

### **The Price of a Bad Reputation**

*Jack was a student, who regularly posted negative comments about his classmates on the school forum. He thought it was funny and he didn't realize how hurtful his words were. His behavior didn't go unnoticed. Other students started to avoid him, and teachers started to question his judgment. Jack's online identity had become associated with negative behavior, and it was affecting his real-life reputation. Your online identity can impact your real-life relationships and opportunities; therefore, it is very important to always think carefully before posting online.*

## 2. Task

Your assignment is:

1) to create a PowerPoint presentation to share the information you have learned about the protection of online identity.

Your PowerPoint presentation must contain at least 10 slides and must include pictures and text.

It should be targeted at your fellow students and it should be visually appealing.

Try to answer the following questions in your presentation:

1. What is online identity?
2. What is a digital footprint?
3. What is online reputation?
4. How is online identity different from real-life identity?
5. How not protecting our online identity makes us more prone to cyberbullying?
6. What is oversharing and why is it a problem?
7. What is digital citizenship and why is it important?

2) to create an infographic presenting best tips to protect one's online identity.

Try to include as many useful tips as possible.

There are many free infographic tools online, offering a range of templates and design elements. Here are some tools you can explore:

*Canva*

Canva: <https://www.canva.com/>



Piktochart: <https://piktochart.com/>



Venngage: <https://venngage.com>

### 3. Process

#### Part 1: Understanding Online Identity

Before you begin, it's essential to understand the different aspects of online identity. Your online identity refers to the digital information that's associated with you, including your name, email address, phone number, social media accounts, and more. This information can be used by others to track your online activity, steal your identity, or commit fraud.

Here are some reasons why it's important to protect your online identity:

- ✚ **Privacy:** Your personal information is private and should only be shared with people and organizations you trust. Protecting your online identity means controlling who has access to your personal information.
- ✚ **Security:** If your online identity is compromised, it can lead to identity theft, fraud, or other types of cybercrime. Learning how to protect your online identity can help prevent these types of attacks.
- ✚ **Reputation:** Your online identity can impact your reputation, both personally and professionally. Negative online activity or behavior can be easily traced back to you and can have lasting consequences.
- ✚ **Online Safety:** Protecting your online identity also means protecting your safety. By controlling who has access to your personal information, you can prevent cyberbullying, stalking, and other types of online harassment.

**Additional research task:** Find out as recent statistics as possible about identity theft in your country (e.g. how many people were affected, what was the most common method for identity theft, how was the stolen identity used, etc.)

Please explore the following resources carefully:

[https://www.youtube.com/watch?v=oxswpc\\_S030&ab\\_channel=MozillaTaiwan](https://www.youtube.com/watch?v=oxswpc_S030&ab_channel=MozillaTaiwan)

[https://www.youtube.com/watch?v=O0oF4YrzNEM&ab\\_channel=SumsuB](https://www.youtube.com/watch?v=O0oF4YrzNEM&ab_channel=SumsuB)

<https://www.consumer.ftc.gov/articles/0272-how-keep-your-personal-information-secure>

<https://www.cmasas.org/online-vs-offline-self-who-real-you>

[https://www.youtube.com/watch?v=1fw2K28Jl-c&ab\\_channel=RiseAbove](https://www.youtube.com/watch?v=1fw2K28Jl-c&ab_channel=RiseAbove)

After reviewing the resources, answer the following questions:



1. What is online identity?
2. How is online identity different from real-life identity?
3. What you can do to detect identity theft?
4. How can you protect your online identity and reputation?

Real-life identity refers to how a person presents themselves and is perceived in their physical environment, which includes their physical appearance, behavior, and communication style. This identity is shaped by a person's upbringing, cultural background, experiences, and interactions with others in the physical world.

On the other hand, online identity refers to how a person presents themselves and is perceived in the digital environment, which includes their online behavior, social media profiles, and digital communication style. This identity is shaped by a person's online activity, including their online interactions with others, the content they create and share, and the online communities they participate in.

While real-life identity and online identity can overlap and influence each other, there are some notable differences between the two. One significant difference is that people often have more control over their online identity, as they can curate and manage their digital presence more intentionally. In contrast, real-life identity is often influenced by factors outside of a person's control, such as their physical appearance or the cultural norms of their environment.

Another difference is that online identity can be more easily manipulated or falsified than real-life identity. For example, someone could create a false online identity or impersonate another person online. Additionally, people may behave differently online than they would in real life, which can lead to discrepancies between their online and real-life identities.

## **Part 2: Understanding Online Reputation**

Your online reputation or e-reputation is how others perceive you based on your online activity. Your online reputation can be impacted by the things you post online, the comments you make, and how you interact with others online.

Explore the following resources:

What is online reputation? <https://www.childnet.com/help-and-advice/online-reputation/>

What is a digital footprint?

[https://www.youtube.com/watch?v=OBg2YYV3Bts&ab\\_channel=GDST](https://www.youtube.com/watch?v=OBg2YYV3Bts&ab_channel=GDST)



Learning about digital living, together

Four Reasons to Care About Your Digital Footprint

[https://www.youtube.com/watch?v=Ro\\_LRg8rGg&ab\\_channel=InternetSociety](https://www.youtube.com/watch?v=Ro_LRg8rGg&ab_channel=InternetSociety)



[https://www.youtube.com/watch?v=NIGyTp4Nd4M&ab\\_channel=TEDxTalks](https://www.youtube.com/watch?v=NIGyTp4Nd4M&ab_channel=TEDxTalks)

[https://www.youtube.com/watch?v=XTg4NGiUOig&ab\\_channel=eSafetyOffice](https://www.youtube.com/watch?v=XTg4NGiUOig&ab_channel=eSafetyOffice)

[https://www.youtube.com/watch?v=9eSxZPu4oqQ&ab\\_channel=MoorePublicSchools](https://www.youtube.com/watch?v=9eSxZPu4oqQ&ab_channel=MoorePublicSchools)



After acquainting with the resources answer the following questions:

1. What is a digital footprint?
2. How can you see your digital footprint?
3. What affects online reputation?
4. What effects can your online reputation have on your real life?

### **Part 3: Tips and Advice on Protecting Online Identity and Reputation**

Now that you have a better understanding of online identity and reputation, it's time to explore different tips and advice on how to protect them. For this section, please visit the following web links:

<https://www.mikkelkiilerich.dk/english/protecting-your-online.pdf>

<https://vimeo.com/713031554>

<https://www.commonsense.org/education/digital-citizenship/lesson/protecting-online-reputations>

<https://www.netsmartz.org/ProtectYourself>

<https://www.igniyte.com/wp-content/uploads/sites/2/2015/01/A-Guide-to-Managing-your-Teenagers-Personal-Information-Online.pdf>

<https://www.centerforonlinesafety.com/blog/whatisadigitalreputation>

<https://reputationup.com/sexting-a-dangerous-practice-for-all-digital-natives-how-to-protect-teenagers/>

Please answer the following questions:

1. What are some practical tips for protecting your online identity and reputation?
2. What are some of the consequences of not protecting your online identity and reputation?

**NEVER share identifying information online that criminals can use to fraudulently authenticate your identity!**

**Additional research task:** list the identifying information that can be used to fraudulently authenticate your identity.

#### **Part 4: Using Technology Tools to Protect Yourself and Others from Cyberbullying**

Cyberbullying is a growing problem that can have a significant impact on a person's online reputation. Fortunately, there are technology tools that can help protect you and others from cyberbullying. For this section, please visit the following web links:

<https://www.stopbullying.gov/cyberbullying/what-is-it>

<https://www.stopbullying.gov/cyberbullying/cyberbullying-tactics>

<https://youtu.be/8HtqW2oHTqM>

[https://www.youtube.com/watch?v=TOyygXMkWGQ&ab\\_channel=TEDxTalks](https://www.youtube.com/watch?v=TOyygXMkWGQ&ab_channel=TEDxTalks)

<https://www.stopbullying.gov/cyberbullying/prevention>

Through the information provided and answer the following questions:

1. What are some of the ways you can prevent cyberbullying?
2. What are some of the technology tools you can use to protect yourself and others from cyberbullying?
3. What should you do if you experience cyberbullying?
4. What are some consequences of cyberbullying?

## Think before you post!

Sharing too much personal information online can compromise your privacy and make you vulnerable to identity theft, cyberbullying, and other online threats. Oversharing online can also have social consequences. Friends, family, and acquaintances may be turned off by oversharing and perceive you as attention-seeking or narcissistic. Also, if you share confidential information about your employer or violate someone's privacy rights, you could face legal action.

It is important to be mindful of the information you share online and to consider the potential consequences before posting anything. Constantly seeking validation and attention online can be addictive and lead to feelings of anxiety, depression, and low self-esteem.

The resources below present the potential consequences of oversharing on social media, explain how to achieve your desired level of privacy on the most popular social media platforms and provide useful privacy tips, tools and resources:

[https://www.consumer-action.org/downloads/english/Social\\_media\\_privacy\\_controls\\_2020\\_EN.pdf](https://www.consumer-action.org/downloads/english/Social_media_privacy_controls_2020_EN.pdf)

[https://www.youtube.com/watch?v=ottnH427Fr8&ab\\_channel=CommonSenseEducation](https://www.youtube.com/watch?v=ottnH427Fr8&ab_channel=CommonSenseEducation)

[https://www.youtube.com/watch?v=-ni\\_PWxrsNo&ab\\_channel=InsiderTech](https://www.youtube.com/watch?v=-ni_PWxrsNo&ab_channel=InsiderTech)

[https://www.youtube.com/watch?v=IbmnH5nEHFU&ab\\_channel=ErieMutualInsurance](https://www.youtube.com/watch?v=IbmnH5nEHFU&ab_channel=ErieMutualInsurance)

<https://www.digitalcitizenship.nsw.edu.au/articles/controlling-your-privacy-settings-in-social-media>

[https://www.priv.gc.ca/en/privacy-topics/technology/online-privacy-tracking-cookies/online-privacy/gd\\_ps\\_201903/?WT.ac=set-en-1](https://www.priv.gc.ca/en/privacy-topics/technology/online-privacy-tracking-cookies/online-privacy/gd_ps_201903/?WT.ac=set-en-1)

After going through the materials answer the following questions:

1. What is oversharing and why is it a problem?
2. What is digital citizenship and why is it important?
3. What is the difference between a public and private social media account?
4. How can you protect your social media privacy?

The following tips will help you stay safe and protect your online identity and reputation:

- ✚ Be careful what you share online. Never share personal information such as your full name, address, phone number, or email address.
- ✚ Use a strong password. Make sure your password is unique and complex, using a combination of letters, numbers, and symbols.
- ✚ Enable two-factor authentication. This adds an extra layer of security to your online accounts by requiring a second form of identification to log in.
- ✚ Keep your software up to date. This includes your operating system, web browser, and any other software you use on your computer or mobile device.
- ✚ Use antivirus software. This will help protect your computer from malware and viruses.
- ✚ Use a virtual private network (VPN) when connecting to public Wi-Fi. This will help protect your online activity from prying eyes.
- ✚ Be cautious of phishing scams. Don't click on suspicious links or download attachments from unknown senders.
- ✚ Use social media privacy settings. Limit who can see your posts and profile information.
- ✚ Don't share passwords. Never share your passwords with anyone, even your friends.
- ✚ Use a different email address for important accounts. This will help prevent unauthorized access to your accounts.
- ✚ Be careful what you download. Only download software and files from trusted sources.
- ✚ Don't overshare. Be mindful of what you post online, and think twice before sharing personal information or sensitive content.
- ✚ Protect your webcam. Cover your webcam when not in use to prevent unauthorized access.
- ✚ Don't use public computers for sensitive activities. Avoid logging into sensitive accounts such as your email or banking on public computers.
- ✚ Keep your personal devices secure. Lock your phone or computer with a passcode or fingerprint scanner.
- ✚ Log out of accounts when you're done. Don't stay logged in to accounts when you're not actively using them.
- ✚ Check your privacy settings regularly. Make sure your settings are up to date and adjust them as needed.
- ✚ Educate yourself. Stay informed about the latest threats and risks associated with being online, and take steps to protect yourself and your information.

Based on your personal experience are there any other tips which you would add to this list?

## 4. Resources

Body Image ft. Photographer & Instagrammer Tobi Shinobi:

[https://www.youtube.com/watch?v=7a86-qRtxuo&ab\\_channel=RiseAbove](https://www.youtube.com/watch?v=7a86-qRtxuo&ab_channel=RiseAbove)

The Digital Identity Revolution, John Luxford, TEDxWpg:

[https://www.youtube.com/watch?v=LWDDH5p0eR0&ab\\_channel=TEDxTalks](https://www.youtube.com/watch?v=LWDDH5p0eR0&ab_channel=TEDxTalks)

How private is your personal information?

[https://www.youtube.com/watch?v=yriT8m0hcKU&ab\\_channel=ActionFraud](https://www.youtube.com/watch?v=yriT8m0hcKU&ab_channel=ActionFraud)

Privacy and Social Media

[https://www.youtube.com/watch?v=sMLVkBxke20&ab\\_channel=MAPPINGAwarenessCampaign](https://www.youtube.com/watch?v=sMLVkBxke20&ab_channel=MAPPINGAwarenessCampaign)

Managing your privacy settings on Instagram:

[https://help.instagram.com/811572406418223/?helpref=hc\\_fnav](https://help.instagram.com/811572406418223/?helpref=hc_fnav)

Managing your privacy settings on Facebook:

<https://www.facebook.com/help/193677450678703>

e-Safety Guide:

<https://www.esafety.gov.au/key-issues/esafety-guide>

Managing your privacy settings on TikTok: <https://support.tiktok.com/en/account-and-privacy/account-privacy-settings>

Managing your privacy settings on YouTube:

<https://www.youtube.com/howyoutubeworks/user-settings/privacy/>

Managing your privacy settings on SnapChat: <https://help.snapchat.com/hc/en-us/articles/7012343074580-How-do-I-change-my-privacy-settings-on-Snapchat->

Managing your privacy settings on Twitter: <https://help.twitter.com/en/safety-and-security/how-to-make-twitter-private-and-public>

Managing your privacy settings on Discord: <https://discord.com/safety/360043857751-four-steps-to-a-super-safe-account>



Managing your privacy settings on Whatsapp:

[https://faq.whatsapp.com/3307102709559968/?helpref=hc\\_fnav](https://faq.whatsapp.com/3307102709559968/?helpref=hc_fnav)

Managing your privacy settings on Viber: <https://help.viber.com/hc/en-us/articles/9046626798237-Protect-Yourself-and-Your-Privacy-on-Viber>

Managing your privacy settings on Pinterest: <https://help.pinterest.com/en/article/edit-account-privacy>

Managing your privacy settings on Reddit: <https://www.reddit.com/settings/privacy>

## 5. Conclusion

Congratulations! You have completed the Protecting Online Identity and Reputation WebQuest. Remember that while the internet provides us with many benefits, it also comes with some risks. As you spend more and more time online, you are creating a digital footprint that can be used to track your activities and build a profile of you. This digital footprint includes information about you such as your name, age, email address, social media accounts, and more. If this information falls into the wrong hands, it can be used to harm you in many ways.

For example, cybercriminals can use your personal information to steal your identity, commit fraud, or even blackmail you. Online predators can also use your digital footprint to locate and target you for grooming or other malicious activities. Additionally, employers, universities, and other organizations may also use your digital footprint to make decisions about you, such as whether or not to hire you.

Therefore, it is essential that you learn how to protect your online identity. This includes being careful about the information you share online, using strong passwords, avoiding phishing scams, and using privacy settings on social media accounts. By taking these precautions, you can reduce your risk of falling victim to cybercrime or other online threats. Take the time to learn about online security and make it a habit to protect your online identity.

## 6. Evaluation

Criteria	Insufficient	Sufficient	Good	Excellent
<b>Category</b>				
<b>Knowledge</b>	<p>You presented little knowledge with low relevance and not in a clear way. You applied very few concepts correctly.</p> <p>You selected information that was hardly relevant and from sources that were not clear. You failed to apply much of it to the subject or theme.</p>	<p>You presented some of the knowledge you acquired, but not as clearly as possible, and you applied at least some concepts correctly.</p> <p>You selected information that showed sometimes little relevance from sources that were not all too clear, and you applied some of it to the theme /subject.</p>	<p>You presented most of the knowledge you acquired quite clearly, and you applied many concepts correctly.</p> <p>You selected relevant information from some reliable sources and adapted most of it to the theme/subject.</p>	<p>You presented all knowledge you acquired most clearly, and you applied all concepts systematically and correctly.</p> <p>You selected the most relevant information from various highly reliable sources and adapted all of it to the theme /subject.</p>
<b>Visual appeal</b>	<p>Only text and simple pictures are present, but appropriately placed.</p> <p>Pictures are not always with given credit to the source.</p>	<p>The visuals used draw attention to important information and create visual interest. One or more extra things are done on each page to make the presentation more interesting (without distracting reader or cluttering presentation).</p> <p>Credits were given to some images used.</p>	<p>Clear and easy to understand visuals were used, relevant to the content of the presentation and supporting the main points being made. Extra things are done (fonts, centering, borders, etc) without distracting reader or cluttering presentation.</p> <p>Credits were given to all images used.</p>	<p>Clear and easy to understand visuals were used, relevant to the content of the presentation and supporting the main points being made. The visuals used are appropriate and serve well the purpose of engaging the audience and make the presentation more interesting and memorable. Credits were given to all images used.</p>
<b>Commitment &amp; contributions</b>	<p>You showed little interest and commitment to accomplish the tasks given, there is doubt that you really understood the assignments and that you were trying hard to find more and insightful information.</p>	<p>You showed interest in the subject and commitment to accomplish the tasks given. You understood the assignments and you tried to find additional and insightful information. It is really a good start, but you can improve.</p>	<p>You showed good interest in the subject and a clear commitment to accomplish all the tasks given. You worked well on the assignments and were able to find essential information. Improvement is hard, but possible!</p>	<p>You showed strong interest in the subject and were driven by motivation to accomplish the tasks in the best possible way. Your work came close to perfection and you presented information as clear as possible. Further improvement is hard to imagine!</p>
<b>Teamwork</b>	<p>You showed little responsibility and hardly any autonomy; you had trouble working with other group members and to respect points of view of others. Your interaction</p>	<p>You showed responsibility and some degree of autonomy; you cooperated well with the group members and respected the points of view of others. You interacted</p>	<p>You clearly showed responsibility and autonomy; you cooperated very well with the group members and showed clear respect for the points of view of others. You</p>	<p>Besides being autonomous, you also encouraged cooperation between group members and explained your points of view to enlighten others. You interacted smoothly</p>

	<p>with others was not fruitful or productive. Also you did not respect deadlines as agreed in the group.</p>	<p>quite well with others, but the results could have been better. You tried with some success to respect the deadlines as agreed in the group.</p>	<p>interacted very well with others and the results were as expected. You respected deadlines of the group.</p>	<p>with all others and results were beyond expectations. You took to initiative to set the necessary deadlines for all groupwork.</p>
<b>Communication</b>	<p>Your communication is not effective, your statements and requests to others are not understood and you don't care much. Your way of expression is not well suited to the context, both in oral and written form.</p>	<p>Your communication is effective to some extent. However, your requests to others are often not well understood and you could have tried by rephrasing your statements. Sometimes your way of expression is not well suited to the context and therefore somehow unpleasant.</p>	<p>Your communication is quite effective. Your requests are well understood, and you use the answers of team members effectively. Your way of expression fits well in the context and is perceived by your team members as pleasant and correct.</p>	<p>Your communication is highly effective. Your remarks and requests are always well understood and therefor the answers by team members fit perfectly in the context. Your way of expression is completely fine: team members see you as pleasant and correct. You are an asset to your team!</p>



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