



# Be Smart With Smart Devices





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## Did you or someone you know, ever encounter any of the following situations?



- **Layla** put pictures of herself wearing inappropriate clothing on Facebook, Snapchat and Instagram, believing they were private accounts with her friends only. Within a few days, Layla's pictures were widespread and in the hands of people she did not know. This embarrassed her and her family;
- **Salem** shared the password of his Facebook account with his friend Mohammad. Mohammad wanted to joke with Salem so he entered his Facebook account and posted inappropriate comments about Salem's friends. This caused Salem a lot of problems with his friends who did not believe he's not the one who's posted the comments;
- **Muneera** had a fight with her two friends Nahed and Huda. She was very angry when she arrived home and wanted to share her feelings with her other friends on social networking websites using her mobile. Some of her friends copied Muneera's posts to Nahed and Huda which escalated the problem and all of their families became involved;
- **Ahmed** liked to play games on the internet using his mobile phone. Some of those games requested his name, age, address and other personal information. Ahmed provided the information which was later used to drag him into illegal and immoral activities. This caused him and his family a lot of problems;

- **Naseem** shared a lot of information on social networking websites especially **Twitter**. She uploaded information on how she felt, what made her happy, what made her sad and her whereabouts. There happened to be a person who dedicated his time to monitoring her posts and knew when she would be home alone. Because he was aware of her likes and dislikes, he was able to plot a solid plan and cause her great harm.
- **Shaun** posted very private pictures of himself on **Snapchat**, and believed they would get deleted automatically in seconds. He was shocked to see some of his friends circulating his posts after using special programs that save Snapchat posts.

## Smart Devices

An increasing number of children and teenagers are using devices like smart phones, tablets, tabs, etc. These devices help them to stay connected with friends, family and the world. But, in order to stay safe from abuse and blackmail we need to develop a specific set of skills, be alert and use our intelligence when interacting with smart devices. We can prevent negative outcomes simply by using our intelligence.

This guide explains the most important skills and concepts that you need in order to interact intelligently with smart devices.



## I Keep My Personal Information Safe

You never know who is looking at your information and in what ways it is being used. When you make information available over the internet it can become accessible to everybody; some can access it with no effort at all, while others will have to make a greater effort. The way you choose to deal with private information reflects your intelligence and your ability to assess matters wisely and avoid harm. Be smart! Be alert!

The passwords you use for applications such as Facebook, Twitter or Instagram should be private and personal to you. It is unwise to share them with anybody including your closest friends. At times, friends set up inappropriate pranks and may access your account to post unsuitable images, posts or information that can be used to hurt you or others. Following such scenarios you may find yourself in embarrassing situations that could have been easily avoided!

Plus, it would be very difficult to convince others that another person was allowed access to your account and it was not you who has published such posts. Be certain that you will not be burdened with the aftermath of resolving any issues that arise from posts made by friends on your account.

- Do not share your address, your house address or the address of either of your parents' work place with people you do not know and people that your parents do not know.
- Do not share your mobile number, landline or the phone number of either your parents' work place with people you do not know.
- Use the available security software to protect your information on any account you own and on any program you use. Many websites give you the option to review and select who is allowed to view your account. This provides a certain level of security. However, it is not enough. Avoid putting personal information like your contact number, your address or the school you go to.



There are different types of thieves. Some operate in the real world; they steal precious objects, jewellery and people's belongings. Others steal information and inventions and take credit for them. But there are those who operate in the virtual world; the world we enter every time we launch our internet browser, or use one of the applications. These types of thieves are the most dangerous; they steal information and use it against their owners. They may use it to blackmail and pressure people to engage in activities that contradict their morals and ethics, often leaving them unable to deal with the consequences. Be smart! Do not allow people to access your information!





## I Choose Carefully What I Post

The words you post using your smart device are a clear reflection of your personality and who you are. You can easily create problems as a result of careless posts. To show your strength and to push away intended and unintended harm be smart! Be alert!

- Demonstrate your strong humane personality in every word you exchange with others as this will help you keep harmful people who intend to trap, molest and abuse others at a distance.
- Do not write any unethical or inappropriate posts even if you are talking to your closest friend. Such words are inappropriate and may be used against you or convey a false image of who you are.
- If you receive any unsuitable or inappropriate posts through any social applications or emails delete them immediately and do not forward them to anyone.
- Do not joke with anyone using words that you would not like to be addressed by. What may seem harmless to you may cause anger and have negative consequences that can cause you problems.
- Do not allow anyone to provoke you by publishing inappropriate posts in an attempt to engage you in a conversation that is beneath you. You are brave if you choose to practice self-restraint and refuse to sink down to their level of conversation.
- Make sure that your posts do not carry words or implications that are offensive to a person, a group of people, a race or others.





## I Know How To Choose My Friends And Followers

**Friendships** are a source of pride and help to define your identity and who you are. Some people manage to exploit that as they know how important friendship is for your age group. Many social networking websites are structured to revolve around friends and followers. Therefore, it is essential that you think carefully while setting up your privacy levels. Do not make it easy for people to hurt you or hurt others through you. Be smart! Be careful!

Make sure that you only add people you know in real life to your **Facebook**. Do not accept invitations from people you do not know or are uncertain if you have met before.

Only chat to people you know closely on applications like **What's App**. Do not engage in conversations with people that you do not know or people who write odd or suspicious things.

Be careful who you allow to follow you on applications such as **Twitter**. It is best to restrict people who follow you and subject them to your approval.

When using applications such as **Facebook**, **Instagram**, or **Twitter** do not use IDs containing inappropriate words or display inappropriate images as this may attract unsuitable people who you may not want to connect with.



The number of your friends and followers on any social networking website does not reflect the number of your actual friends. Friendship is a sublime relationship that is subject to many standards including honesty, care and trust. Friendships on social networking applications are called friendships but bear no resemblance to actual friendship. People initiate contact with you for various reasons and it's not necessarily to have you as a friend. At times, people send friendship requests for no reason other than to increase the number of friends that show on their profile. For many of them you are only a number.



## I Choose The Messages I Send And Receive

**Smart** phones and devices give you the option to send and receive messages and broadcast to groups of people within your contacts. You may receive a message from a person you don't know. This is possible because all that person needs is to save your phone number to their device. One's phone number is relatively easy to obtain and does not mean that person is your friend. Be smart! Be careful!

- If you receive a message from a person you do not know, do not answer and do not introduce yourself.
- Do not keep any information containing inappropriate material. Delete it immediately and proceed to block the sender. You might be curious to receive more messages from that person; but be aware that most of these messages are not being sent for good purposes, but rather to gradually trap



Your smart device holds many applications, however; you are not obliged to use them all. Many of them hold great benefits but they can also lead you to portals that may expose you to harm. They can waste your time and energy, taking you away from family and friends and diverting your attention from developing yourself as a person in terms of education, awareness and various skills including sports and an active lifestyle.

## I Practise Caution When Interacting With People On Social Networking Websites And Applications

Many people assume unreal personalities over social networking applications. They often give false information on their age, address, and their connection to you and your family. Be smart! Be careful!

Do not update your status with posts detailing how you feel such as “I am happy”, “I am bored”, “I am in trouble” as it is possible that someone is monitoring your posts in an attempt to identify your life patterns, collect information about you and your family and other details that can be used against you.

Do not post updates on where you go and the time you will leave or arrive at a certain place.

Information on the time of your sleep, shower and meals may seem harmless, but it can be used to hurt you in a direct or an indirect way.





The personal information you publish may seem like “no big deal” however, it can be exploited by criminal groups and individuals with bad intentions. Such people surf the internet with the sole intent of taking advantage of children and teenagers using what information they can gather about them. They spend time and money studying each person’s personality, working out the best ways to approach them and how they can be exploited. The information you post, that may seem ordinary to you, provides valuable pointers to them. They may use it to identify your patterns, habits and the ins and outs of your personality.

You do not deserve to be in such a vulnerable position. Be smart and do not be another victim to add to thousands who have already been severely harmed, hurt their parents and friendships or compromised their future.



## I Practise Caution When Dealing With Images



Any image once uploaded on the internet immediately becomes out of your control. This is true even if you delete it. When you send an image via email or upload it on Facebook, Instagram, Snapchat, Twitter, What's App or any other application you can never know or control where it is being saved. Even if you delete it immediately you are still running the risk of it being present somewhere over the internet and possibly accessible to people that you do not know.

If you send or upload images to a trusted friend, be aware it can wind up out of your control and reach the hands of people who will use them to blackmail or abuse you. Be smart! Be careful!

- Do not upload any image that contains something you want to hide. You can ask yourself the following question to know how suitable a certain image is to be uploaded “If this image was to be published in the newspaper, would I be uncomfortable, ashamed or embarrassed?” If the answer is “No” and the picture has nothing that makes you uncomfortable, ashamed or embarrassed then you know it's ok.
- Do not use a picture of a friend to hurt them regardless of how deep your disagreement is. The harm inflicted may be too grave to undo or rectify and it is very likely that you will regret your decision in the future. Furthermore, your friends will find it difficult to trust you again. Be responsible for your actions.

- Do not open any unfamiliar links as they may contain inappropriate and offensive images or clips. Studies have shown that being exposed to inappropriate or immoral images can cause psychological and mental issues in children and young people.



Images are among the most commonly used instruments to abuse children. A child or a young person may send an image of oneself in indecent clothing, or doing inappropriate things, thinking that he is sending it to a close friend and no harm can come out of it. However, it can become immediately out of control once it is on the internet and accessible to others. It is smart to be aware that images and information you post through the web may fall into the hands of villains who may use it to hurt you.



## Because You Are Smart...

### Tell Someone

**It** is likely that you face different things when surfing the internet and spending time on social networking. Some information may instigate suspicion and fear or make you feel uncomfortable. It may be hurtful and directed straight at you; like false rumours and private images or conversations. At times your friends or colleagues are the ones behind this and at other times total strangers who want to control or blackmail you initiate such acts.

You have to inform someone IMMEDIATELY in the following cases:

- **If** you feel that you are in trouble;
- **If** someone is trying to provoke you;
- **If** you are scared or confused;
- **If** someone is blackmailing you or pressuring you to do something;
- **If** certain information is stolen from you;
- **If** someone you know or do not know tries to spread false information or rumors about you;
- **If** you are uncertain how to handle a situation.



**I**t is essential that you do not handle anything on your own and that you get the necessary support to make wise decisions. Seeking support in a friend is tempting but be mindful that his experience in dealing with such situations might be as limited as yours. It is best to talk to an adult you trust.

Here is a simple test to help you identify whether or not the person you have chosen is a good choice. Read the following questions and answer “yes or no”. If you answer any of the following questions with a “no” re-examine your choice.

- ◆ Do your parents know the person and believe he is a good person?
- ◆ Does this person welcome informing your family of the conversations between you?
- ◆ Does this person encourage and help you to do good things?
- ◆ Does this person value your family, talk about them with respect and consider such issues important?
- ◆ Do you have peace of mind when talking to this person? Do you know that your family does not mind?



## When You Are Upset Or Angry

- When faced with an uncomfortable or upsetting situation involving a friend or a colleague, take control. Do not respond while angry and do not communicate with other people regarding that person. If you receive provocative messages refrain from responding while you are angry as you might reply in a way that is far from your nature. Deal with such incidents sensibly and calmly.
- Often, groups of young people tease, mock and make inappropriate jokes about each other for fun. Social networking websites and smart devices are increasingly being used in this way with consequences that are difficult to erase. This is a dangerous and inhumane act and it is called “bullying”. Make sure that you do not participate in such acts and help others not to as well. Do all you can to help others stop this behaviour as you too could fall victim to it.

## Use Protection Programs

Take initiative and ask telecommunication companies about the available security measures that can keep your device safe from penetration. You might think that you are mature and able to act wisely and taking such measures makes you childish. Remember, this is not the case. The more important a person, the higher security measure he or she takes. This is always true and YOU ARE VERY IMPORTANT. Be smart! Be careful!

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