



# Digital footprint posters



## BE CAREFUL ABOUT:

- What you share.
- Where you share.
- With whom you share.

## BE SMART ABOUT:

- Sites you visit.
- Emails you open.
- Links you click.



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## 5 TIPS FOR A STRONG DIGITAL FOOTPRINT



1



Be a careful and methodical gatekeeper of your personal information and media content.

**PRIVACY SETTINGS**

2



Imagine yourself 5, ten, or 20 years in the future...would they be proud of your digital presence?

**THINK LONG TERM**

3



Ensure that the digital pathway you leave is kind and compassionate towards others.

**POSITIVE & KIND**

4



Often times less is more. Be sure that you are not oversharing and diluting your content.

**SHARE STRATEGICALLY**

5



Create a digital footprint that is completely reflective of you and what you are passionate about.

**THE BEST OF YOU**



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## 10 THINGS TO KNOW ABOUT DIGITAL FOOTPRINTS

**1** When you search and interact online, a **trail of info** is left behind.

**2** Elements of your digital footprints can be **searched or shared**.

**3** Digital footprints can be **helpful or harmful** to your reputation both now and in the future.

**4** Once online, things can exist **forever** (even if deleted).

**5** Always **think** before you post online.

**6** Personal information or opinions sent to one person can be **shared** with a larger audience.

**7** **Googling yourself** can be a worthwhile exercise.

**8** Old or inactive accounts should be **disabled or deleted**.

**9** Keep personal details private and control the **privacy settings** on your accounts.

**10** Be mindful of the digital footprints of **others** (e.g. Ask before tagging photos).