

LESSON PLANS FOR ADULT EDUCATORS/TEACHERS/TRAINERS

Module Name: Safety	
Topic 3 Title: Protect Personal Data and Privacy	
Lesson Plan 8 – Understand the importance of keeping one’s privacy in digital environments	
Duration: 90 minutes	
Aim	This lesson plan aims to provide information on how to protect personal data and privacy in digital environments and raise awareness of the importance of certain rules.
Target Group	Adults (seniors)
Facility/ Equipment	<ul style="list-style-type: none"> ● Classroom ● Internet access ● Projector
Tools/ Materials	<ul style="list-style-type: none"> ● Handout 1 ● Pens/ pencils
Main Tasks	<p>1. Task 1: Talk and recall (10 mins)</p> <p>1.1 Ask your students if they remember what they talked about during the last lesson. This time talk with them about the most important safety rules and the type of information that should never be shared on the Internet.</p> <p>2. Task 2: Continue the concept (15 mins)</p> <p>2.1 Continue the subject through Powerpoint (Teaching materials).</p> <p>3. Task 3: Do the exercises (45 mins)</p>



	<p>3.1 Ask students to work in pairs to do the first exercise, next distribute Handouts of this lesson plan among them (<u>see Handout 1</u>). Tell them to do the proposed exercises.</p> <p>4. Task 4: Come back to the plenary (10 mins)</p> <p>4.1 Bring the whole group together and ask them to share some topics that possibly were not consensual and find out why (especially about online/social networking).</p> <p>5. Task 5: Wrap up (10 mins)</p>
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HANDOUT 1: Know the steps to keep one's privacy & What information I can share on the internet.

1. In pairs, describe the **most important safety rules**. Discuss with your partner some ideas about what may or may not be dangerous to do on the net.

• (Example: Keep Your Antivirus Program Up To Date) _____

• _____

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• _____

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• _____



2. These are some **online sharing** actions. Cross out those that you think are NOT appropriate to do.

Example:

~~. Telling a person I don't know my name.~~

. Say my dog's name.

. Reliable information about an event.

. Travel Plans/ the Exact Details of Your Upcoming Vacation

. A promotional video from a friend's company

. Pictures of Your Friends That You Took Without Permission

. A picture of a field full of flowers

. Comment on a childhood memory

. Your Personal Location (also geotagged images)

. Pictures of Your Credit Cards/ expensive purchases

. Pictures or Stuff of Your Friends

. A harmless anecdote/ joke

. Bank Information

. Reliable, historical information about a place

. Complaints about Your Boss/ Family

. Information about a play that is about to premiere

. Sharing a funny video from a random page I follow

. Inappropriate Personal Images

. A story about my city

