



Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use this table to keep track of your progress in DC typing.

<b>Digital Citizen Club</b>	
	Power of Computers
	Stay Safe Online
	Strong Passwords
	Communities & Communication
	Can I Trust this Site?
	Active Breaks
	Searching the Internet
	Creative Credit
	Be Kind: Online & Offline



# DC Typing: Computers

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

List ways you use computers for recreation and for school.

No.	Recreation	No.	School

Answer the following questions on the provided lines.

**What are some activities that would be much harder to do without a computer?**

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**What activities must you do face-to-face?**

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## Keywords: Power of Computers

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

computer    tablet    internet    programmer

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_



Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

List examples of public and personal information in the chart below.

No.	Public	No.	Personal

Answer the following questions on the provided lines.

**A pop-up window appears with an offer for a free video game. What do you do?**

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**Your friend is upset because someone posted a photo of them. How can you help?**

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# Keywords: Internet Safety

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

internet	website	virus	privacy	personal
personal information		malware	download	install

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

7. \_\_\_\_\_

\_\_\_\_\_

8. \_\_\_\_\_

\_\_\_\_\_

9. \_\_\_\_\_

\_\_\_\_\_



## DC Typing: Strong Passwords

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

List the steps for making a strong password below.

No.	Steps to create a strong password

Now let's practice! Grab a book and follow the steps to create 5 strong passwords that hackers can't break.

No.	Examples of strong passwords

**What should you do if you've accidentally shared your password with someone?**

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## Keywords: Strong Passwords

Name: \_\_\_\_\_

Teacher: *Mr./Ms.* \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

log in

hacker

username

password

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_



# DC Typing: Communities

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

List some of the communities you are a part of online and offline.

No.	Online	No.	Offline

Answer the following questions on the provided lines.

**How do you communicate with your online communities?**

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**How do you communicate with your offline communities?**

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# Keywords: Online Communities

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

instant message

email

emoji

blog

community

chat room

social media

cyberbullying

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_
6. \_\_\_\_\_  
\_\_\_\_\_
7. \_\_\_\_\_  
\_\_\_\_\_
8. \_\_\_\_\_  
\_\_\_\_\_



## DC Typing: Trust this Site?

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Fill in the charts below with tips for spotting both safe and unsafe sites.

No.	Tips for spotting a SAFE site

No.	Tips for spotting an UNSAFE site

Answer the following questions on the provided lines.

**What should you do if you end up at a site that doesn't seem safe?**

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# Keywords: Trust this Site?

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

pop-up	ad	trojan	virus	phishing
personal information	scam	spam (noun)	spam (verb)	

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_

7. \_\_\_\_\_

\_\_\_\_\_

8. \_\_\_\_\_

\_\_\_\_\_

9. \_\_\_\_\_

\_\_\_\_\_



## DC Typing: Active Breaks

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

List both the positive and negative effects technology can have on our lives.

No.	Pros	No.	Cons

**How can we balance using technology and being active?**

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## Keywords: Active Breaks

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

moderate

moderation

exercise

healthy

sore

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_



## DC Typing: Research

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Choose a topic you would like to learn more about and fill in the handout below.

**My topic:**

Write the keywords you will use to search for more information below.

Research notes:

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Summarize what you learned below:

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Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Circle the keywords you would use to search for each topic.

1. Where was Abraham Lincoln's place of birth and what was his birthday?
2. What day of the week will Thanksgiving be in 2025?
3. What is the population of New York City?
4. Who is the author of James and the Giant Peach and when was it written?
5. In what habitats do penguins live?

Answer the following questions on the provided lines.

**How can using quotation marks improve your search results?**

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**How can using the minus sign improve your search results?**

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# Keywords: Searching the Internet

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

search engine    keyword    internet    filter

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_





## DC Typing: Creative Credit

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Choose a topic you would like to learn more about and fill in the handout below.

**My topic:**

**Keywords:**

List at least 3 sources below. Include: author's name, full title, document date (if known), full website address and the date you visited the site.

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Paraphrase what you learned below. Include a quote from one of your sources:

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## Keywords: Creative Credit

Name: \_\_\_\_\_

Teacher: *Mr./Ms.* \_\_\_\_\_

Date:            /            / \_\_\_\_\_

Use each of the words below in a sentence.

plagiarism

copyright

citation

bibliography

paraphrase

source

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_

6. \_\_\_\_\_

\_\_\_\_\_



Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

## Stop Cyberbullying Club Pledge

<b>C</b>	Come to the rescue of others. Don't be a bystander.
<b>L</b>	Lend your shoulder. Offer support to those who have been bullied.
<b>U</b>	Understand that everyone wants to be treated with kindness and respect.
<b>B</b>	Be a hero. Stop bullying when you see it and tell a trusted adult.

I pledge to be respectful of others and stand up against cyberbullying whenever and wherever I see it.

Student Signature \_\_\_\_\_

Teacher Signature \_\_\_\_\_

Date \_\_\_\_\_



## DC Typing: Be Kind

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Answer the following questions on the provided lines.

**1.** What is a cyberbully?

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**2.** What are some cyberbully behaviors?

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**3.** What can you do to stop cyberbullying?

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**4.** What is the best way to prevent cyberbullying?

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## Keywords: Be Kind

Name: \_\_\_\_\_

Teacher: Mr./Ms. \_\_\_\_\_

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Use each of the words below in a sentence.

cyberbullying

illegal

victim

bystander

avatar

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

4. \_\_\_\_\_

\_\_\_\_\_

5. \_\_\_\_\_

\_\_\_\_\_