# Teen Social Media Safety

This playbook outlines the steps necessary to educate teenagers on using social media responsibly. It focuses on digital citizenship, online privacy, and general safety measures to maintain a healthy digital life.

### Step 1: Awareness Session

Hold an initial session to introduce the concept of digital citizenship and discuss the importance of online safety and privacy. Explain the pervasive nature of the internet and potential risks such as cyberbullying, oversharing, and identity theft.

### Step 2: Privacy Settings

Teach teens how to adjust social media settings to enhance privacy. This includes making accounts private, being selective about who can send friend requests, and understanding how to block and report other users.

### Step 3: Sharing Guidelines

Establish clear guidelines on what is appropriate to share online. Emphasize the permanence of the internet and that anything shared can become public and could have consequences for future opportunities, such as college admissions or job searches.

### Step 4: Think Before Posting

Encourage teenagers to critically evaluate what they post, considering how it could be perceived by others and whether it could be hurtful or offensive. Advise them to avoid posting impulsively and to think about the potential impact of their words.

### Step 5: Secure Passwords

Educate about the importance of creating strong, unique passwords for their social media accounts to prevent unauthorized access and hacking. Discuss using a mix of characters and avoiding easily guessable passwords like birthdays or common phrases.

### Step 6: Recognize Scams

Explain common online scams and how to identify them, such as phishing attempts, fake giveaways, or fraudulent accounts. Teach them about the mechanisms of reporting and the importance of not providing personal information to unknown entities.

### Step 7: Regular Check-ins

Schedule regular discussions with teens to check in on their social media use, experiences, and any concerns they might have. This helps maintain an open dialogue and provides an opportunity for ongoing education and support.

## General Notes

### Role Models

Adults should lead by example with their own social media behavior, setting a positive example for teens to follow in their digital interactions.

### Continuous Learning

Social media and digital landscapes are continuously evolving. It's important to stay updated with the latest safety features, privacy concerns, and prevalent online issues.

### External Resources

Utilize external resources such as educational websites, online courses, and materials from reputable organizations focused on internet safety to supplement the training.