Netizen Lesson Kits

Six free, ready-to-teach lessons for libraries, schools, faith groups, senior centers and families. One lesson for each Netizen Skill.

1. Scam Smarts	Who is really contacting me, and why the rush?
2. Lock It Down	How do I keep my accounts mine?
3. Real or Fake?	How do I know before I believe it or share it?
4. Kind Connections	How do I treat people well online, and what do I do when someone doesn't?
5. Screen Balance	Is my technology working for me, or am I working for it?
6. Your Digital Trail	What am I leaving behind online, and who can see it?

How to use these kits

- Each lesson takes 30 to 45 minutes and needs no special equipment. Phones are optional.
- Mix ages on purpose: teens and grandparents learn a lot from each other.
- Use the **Talk it over** questions that fit your group.
- Finish all six? Learners can make the Netizen Promise and print their **Certified Netizen** certificate at netivo.xyz/netizens.
- Never collect real passwords, codes or personal details during class.

Want Netivo to lead a session? Workshops are free. Call (913) 349-3363 or visit netivo.xyz.

NETIZEN SKILL 1 OF 6

Scam Smarts

Guiding question: Who is really contacting me, and why the rush?

Time: 35 to 45 minutes **For:** All ages, with talk-it-over options for each group

Materials: Printed message cards below (cut apart), pens, a board or big paper.

1. Warm-up (5 minutes)

Ask: Has anyone ever gotten a call, text or email that felt "off"? What made it feel that way? Write their answers on the board. Point out that most answers fit four patterns: **surprise contact, a trusted name, a problem or prize, and pressure to act fast.**

2. Main activity (20 minutes)

- Hand each small group the six message cards. Their job: sort them into **Probably Real** and **Probably a Scam**, and circle every red flag.
- Card A: "Prairie State Bank: Your account is LOCKED. Confirm your PIN within 30 minutes at prairie-bank-secure.co"
- Card B: "Hi Grandma, it's me. I'm in trouble and need $900 in gift cards. Please don't tell Mom."
- Card C: "Your library hold is ready for pickup at the Main Street branch until Friday."
- Card D: "You WON a $1,000 store card! Pay a $4.99 shipping fee to claim it today only."
- Card E: "Reminder: your dentist appointment is Tuesday at 2 p.m. Reply C to confirm."
- Card F: A pop-up says your computer has a virus and to call "Tech Support" now.
- Groups share answers. Scams: A, B, D, F. Discuss what a real business would do instead (A real bank never asks for your PIN by text).

3. Talk it over (10 minutes)

- **Kids:** Who could you show a strange message to before you do anything?
- **Teens:** Which scams show up in games and social apps? (free skins, fake giveaways, "verify your account")
- **Adults and seniors:** What phone number would you use to check if a message from your bank is real?

4. Take-home Netizen action

Make a **"Stop and Check" card** for your wallet or fridge: the real phone numbers for your bank, pharmacy and a trusted family member. Hang up, then call the number on the card.

Leader note: Never ask learners to share real scam messages that contain their personal information.

NETIZEN SKILL 2 OF 6

Lock It Down

Guiding question: How do I keep my accounts mine?

Time: 35 to 45 minutes **For:** All ages, with talk-it-over options for each group

Materials: Word cards (or a dictionary), dice, learners' own phones (optional), pens.

1. Warm-up (5 minutes)

Show two passwords on the board: **Tr0ub!e7** and **maple-river-teacup-blue**. Ask which one is stronger. (The long one. Length beats tricky symbols, and it is easier to remember.)

2. Main activity (20 minutes)

- **Build a passphrase:** each person rolls dice or picks four random word cards and joins them with dashes. They practice remembering it without writing it next to the computer.
- **One account, one password:** explain why reusing a password lets one leak unlock everything. Introduce password managers as a safe "notebook" that remembers passwords for you.
- **Turn on two-step sign-in together:** using a volunteer's demo account or a learner who wants help, walk through turning on two-step verification for email.
- **The golden rule:** a code sent to your phone is like a house key. Nobody real will ever call and ask you to read it to them.

3. Talk it over (10 minutes)

- **Kids:** Why should passwords stay secret, even from best friends?
- **Teens:** What would happen if someone got into your main email? (They could reset every other account.)
- **Adults and seniors:** Which three accounts matter most to protect first? (Email, bank, phone carrier.)

4. Take-home Netizen action

This week, **turn on automatic updates** on your phone and **two-step sign-in** on your email. Need a hand? Book a free session with Netivo.

Leader note: Do not collect, read or store anyone's real passwords during class.

NETIZEN SKILL 3 OF 6

Real or Fake?

Guiding question: How do I know before I believe it or share it?

Time: 35 to 45 minutes **For:** All ages, with talk-it-over options for each group

Materials: A device with internet for the group, the "4 Checks" list below, sample headlines you write ahead of time.

1. Warm-up (5 minutes)

Ask: Have you ever shared something and later found out it wasn't true? How did that feel? Explain that fake posts are often built to make us feel **angry, scared or rushed**, because strong feelings make us share fast.

2. Main activity (20 minutes)

- Teach the **Netizen 4 Checks**: (1) **Pause**: how does this make me feel? (2) **Who made it?** Is the source real and named? (3) **Who else says so?** Search the claim and see if trusted news outlets report it. (4) **Is it real media?** Look for odd hands, warped text or strange voices that can signal AI-made content.
- Show three sample headlines you prepared (one true, two made up). Groups use the 4 Checks and a quick search to decide which is real.
- **Voice cloning:** explain that scammers can copy a loved one's voice from short clips. Families can pick a **secret code word** to use in any "emergency" call.

3. Talk it over (10 minutes)

- **Kids:** If a video seems unbelievable, who could you ask about it?
- **Teens:** How can you tell if an account is a parody, a bot or a real person?
- **Adults and seniors:** Where could you check a health or money claim before acting on it?

4. Take-home Netizen action

Pick a **family code word** tonight, and agree to call back on a known number before sending money to anyone.

Leader note: Keep sample headlines clearly labeled as practice so no one leaves believing a made-up story.

NETIZEN SKILL 4 OF 6

Kind Connections

Guiding question: How do I treat people well online, and what do I do when someone doesn't?

Time: 30 to 40 minutes **For:** All ages, with talk-it-over options for each group

Materials: Sample messages below, sticky notes, pens.

1. Warm-up (5 minutes)

Ask: What's different about saying something online versus face to face? (No tone of voice, no faces, it can be screenshotted and shared forever.)

2. Main activity (20 minutes)

- **Rewrite it kinder:** give each pair a blunt message, such as "Your idea is dumb" or "Why would anyone wear that?", and have them rewrite it to say the same thing honestly but kindly.
- **Be an upstander:** teach the five steps when someone is being picked on: don't join in or share it; check on the person privately; save the evidence (screenshots); block and report; tell a trusted adult or the platform.
- **When it's a threat:** explain that threats, pressure to send photos, or anyone asking you to keep secrets from family should always be reported. It is never the target's fault.

3. Talk it over (10 minutes)

- **Kids:** Who are the trusted adults you could tell?
- **Teens:** How can you support a friend without making things worse?
- **Adults and seniors:** How should you respond to rude or angry comments on community pages?

4. Take-home Netizen action

Find the **block and report buttons** in one app you use, so you know where they are before you ever need them.

Leader note: If a learner shares that they are being harmed, follow your organization's safety policy. In the U.S., report child exploitation at report.cybertip.org or 1-800-843-5678. In a crisis, call or text 988.

NETIZEN SKILL 5 OF 6

Screen Balance

Guiding question: Is my technology working for me, or am I working for it?

Time: 30 to 40 minutes **For:** All ages, with talk-it-over options for each group

Materials: Learners' own phones (optional), the Balance Plan worksheet idea below, pens.

1. Warm-up (5 minutes)

Ask everyone to guess how many hours a day they spend on screens. Then (optionally) show how to find the real number: **Screen Time** on iPhone or **Digital Wellbeing** on Android.

2. Main activity (20 minutes)

- **Good, okay, too much:** learners list the things they do on screens and sort them: things that help (calling family, learning), things that are fine in moderation, and things that drain them.
- **Notification clean-up:** show how to turn off notifications for apps that don't need them.
- **Make a Balance Plan:** each person writes one tech-free time (for example, meals), one tech-free place (for example, the bedroom at night) and one thing they will do instead.

3. Talk it over (10 minutes)

- **Kids:** What's your favorite thing to do that doesn't use a screen?
- **Teens:** Which apps are designed to keep you scrolling? How can you take back control?
- **Adults and seniors:** How can technology help you stay connected without wearing you out?

4. Take-home Netizen action

Try your **Balance Plan for one week**, and notice how you sleep and feel.

Leader note: Keep this lesson judgment-free. The goal is balance, not guilt.

NETIZEN SKILL 6 OF 6

Your Digital Trail

Guiding question: What am I leaving behind online, and who can see it?

Time: 35 to 45 minutes **For:** All ages, with talk-it-over options for each group

Materials: Learners' own phones (optional), the Privacy Check-Up steps below.

1. Warm-up (5 minutes)

Ask: If a stranger read everything you've posted, what could they learn? (Your school or job, your town, your routine, when you're away from home.)

2. Main activity (20 minutes)

- **The Billboard Test:** before posting, ask "Would I be okay seeing this on a billboard on my street?" Practice with a few sample posts you write in advance.
- **Privacy Check-Up:** together, open the settings of one app learners use and (1) set the account to private, (2) turn off location sharing, (3) review which apps can see contacts, photos and location.
- **Search yourself:** volunteers search their own name to see what comes up, and talk about what they would like to change.

3. Talk it over (10 minutes)

- **Kids:** What information should never go online? (Address, school, phone number, passwords.)
- **Teens:** How could a post today affect a job or school application later?
- **Adults and seniors:** Which apps on your phone really need your location?

4. Take-home Netizen action

Do a **Privacy Check-Up** on the app you use most, and turn off location sharing anywhere it isn't needed.

Leader note: Only search learners' names with their permission, and never display results to the group without consent.