

## What Others See

We live in a world where we are always connected. We are constantly on our phones, computers, or tablets/iPads. It's important to be aware of what you're posting and who can see it. Be smart about what you're posting, and make sure that you're not spending all your time on your phone or computer especially when you're with other people.

Things to think about before you post online:

- It is forever. Even if you go back and delete it, it's still somewhere on the web.
- Everyone can see it.
  - Jobs, schools, friends, and family can see what you post. If you wouldn't show your grandma, rethink posting it.
  - Even if it is a private message, someone could take a screenshot.
- Don't post private information such as address, health information, social security number, or other identifying things.
  - People can use this to steal your identity and ruin your credit.
- Don't fight or be mean online. If someone else posts something that upsets you take 24 hours to think about it you really want to respond. People tend to say things they regret online in front of the whole world. If you wouldn't say it to their face, don't say it online. If you would say it to their face, say it to their face instead of posting online. Ask yourself these questions:
  - Does it need to be said?
  - Does it need to be said by me?

When you're with friends and family:

- Respect everyone and their time. Don't be on your phone or computer the whole time. People want to be with you.
- Challenge yourself to put your phone away. Texts and social media can wait until you're alone.
- Stay engaged in conversations. Really listen and have meaningful conversations when you're with people.

When you're at work:

- Many work places have rules about when and where employees can use their phones, or other devices. Usually you can only use them when on an approved break.
- Being on your phone means that you're not giving all your attention to doing your job. Employers pay you for your time and expect that you fully work.

Social media can have a negative affect on our attitude and self-confidence. If you ever find yourself unhappy or self-conscious after scrolling through social media note what it was that made you feel that way. If it is certain accounts or people unfollow them. You won't miss them or the feelings that they caused.