Good Things Foundation Australia

Session Plan: Introduction to online safety

Delivery mode:

Face to face delivery

Session overview:

This session will provide learners who are new to the internet with some practical tips to staying safe online when they are connecting with others. This session will cover how to; create robust passwords, avoid scams, safely download and what to do if something is worrying you.

Learning objectives:

For learners to feel safer after they have completed this session and to learn how to protect themselves when they are online.

Suggested session length:

This session should run for approximately 90 minutes. The facilitator to schedule breaks as required.

Tip:

- Acknowledge with the group it is ok to have concerns about using the internet, especially if the learner is new to being online. Common concerns include how do I stay safe, how can I protect myself, how can I maintain my privacy and appropriate use on the internet.
- We have collated the useful resources and links we suggest using in this session plan on our Good Things Learning website: https://learning.goodthingsfoundation.org.au/subjects/parents-and-families

Topic	Timing	Activity	Assessment	Resources
Introduction & welcome	5 mins	Facilitator to: ● introduce themselves ● confirm all learners are set up with a device ● remind learners to do as much as they can by themselves ● discuss the learning objectives and how the session will run ● ask the learners to complete digital skills assessment survey if this is their first session with you.	All learners engage	Training venue Refreshments Laptop, PC, mobile phones, WiFi, cables Notepads / Pens Whiteboard / marker pens
	15 mins	**Activity 1 - Icebreaker** Ask learners to introduce themselves and share ● 1 thing that worries them about being online And ● how safe they feel being online, using a scale of 1-5 (1 = not safe and 5 = very safe) Facilitator to acknowledge the concerns raised, write concerns on the whiteboard and discuss.		

Topic	Timing	Activity	Assessment	Resources
Watch Video	10 mins	**Activity 2: Group activity (projector or larger screen)** Watch the eSafety video with learners on a larger screen. After watching the video spend a few minutes recapping the key points of the video - eg. what are some of the key things you can do as a parent to keep your kids safe?	Learners engage at their own pace. Watching video Discussions with facilitator and group	Data projector, Laptop, PC, mobile phones, WiFi, cables Speakers eSafety video - 'Helping your family stay safe' (first video on this webpage with printable tipsheet, or vimeo link here)
Be Connected Online Course - Safety First short courses	35 mins	**Activity 3** Facilitator to confirm all learners can access the online module - Safety First. Ask learners to start working their way through the Be Connected short courses under the Safety First topic. Explain, they should start with the activities most relevant to what they said they felt less confident with, when it came to internet safety (at the beginning of the session)	Learners engage at their own pace. Check in with each learner as they move through the courses. Answer questions and offer support.	Be Connected Safety First short courses
Break	10 mins	Encourage learners to have a break, stretch their legs and have a drink if needed.		

Topic	Timing	Activity	Assessment	Resources
Password Activity	15 mins	**Activity 4 - Passwords** This activity helps learners to develop robust and easy to recall passwords for use in their online activities. ● Facilitator to explain why a password is important and when they may be used. ● Then the facilitator reads through the key points for creating a password explaining each point. ● Provide time for the learners to practice creating a password. ● Remind learners they are not to share their passwords with anyone as they are private. Hand out copies of Password activity to the learners and ask them to follow the instructions.	All learners participate and create their own passwords.	[Password Activity Resource](#)
Evaluation and close	10 mins	**Activity 6 - Reflection** Facilitator to ask learners if they can remember 1 thing to do that will help keep them safe online. Ask learners to think about how they rated their confidence at the beginning of the session. How do they feel now - Has that number increased?	Learners all participate in group discussion.	[Staying safer online Handout](#) Feedback form: if this is the end of your digital skills support, ask your learners to complete the digital skills assessment progression/feedback survey.

Topic	Timing	Activity	Assessment	Resources
		Ask learners to share with the group if they feel comfortable. **Activity 7 - Evaluation form** Facilitator to ask the learners to complete the feedback form if they have completed their digital skills support with you. Hand each learner a copy of Staying Safe Online for learners to take home with them.		