Ten Rules of Internet Netiquette

**Tips for Onlining**

- **Remember the Human**
  - Do not say something online that you would not say to someone in person.

- **Respect Time & Data Limits**
  - Ensure your messages are informative and concise, and are easy to load.

- **Know where you are**
  - Rules vary from website to website – know what is acceptable for them.

- **Be ethical**
  - Everything you do has ethical implications – while not illegal, they reflect on you.

- **Be forgiving of other people’s mistakes**
  - Forgive mistakes users might make; help them if you can.

- **Make yourself look good**
  - Do not share illegal or inappropriate content; also, double check your grammar.

- **Respect people’s privacy**
  - Do not share content with a third party before gaining the owner’s permission.

- **Share expert knowledge**
  - It is easy for untruths, errors, and mistakes to become facts – be careful.

- **Keep disagreements healthy**
  - Do not reduce discussions to personal issues or use inappropriate language.

- **Do not abuse your power**
  - Administrators, do not abuse the privilege of access your position may give you.

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**REMEMBER:** the way you behave and act online defines the type of digital citizen you are – everything you do online is saved somewhere forever. ‘Netiquette’, or net etiquette, will help to guide your behaviour.