Dear _____,

Using technology is an exciting privilege, but it is also a huge responsibility. Let's agree how you will use technology safely and wisely by talking about the following topics (discuss and fill in the following). This will create a tech agreement that will guide you!

1 **Ownership.** It is important to establish who owns and will pay for the technology you use. Discuss who owns the device(s) you have access to (laptop, cellphone, etc.):

_____

Is there a monthly cost? If so, determine who will bear that cost. Will it be paid in cash? In chores? It will be paid in part or whole by:

_____

2 **Passwords.** Responsible technology users keep their passwords private and secure. They never share passwords with anyone except a parent/guardian and they keep passwords written down and stored in a secure location where they can be accessed if necessary.

Agree where passwords will be stored (indicate location, i.e. notebook in kitchen) and discuss situations that might require accessing these passwords:

_____

_____

3 **Balance.** Tech is awesome, but the offline world is pretty incredible too! Discuss important times to unplug, such as during meals, family gatherings, or when friends visit.

Agree that it is important to unplug during the following times/situations:

_____

_____

We also agree to limit tech use to _____ hours per day during the week/_____ on weekends and will not let tech interfere with getting enough sleep or exercise.

4 **Privacy.** Smart technology users never divulge personal information online. This includes one's name, address, phone number, and location. They are also mindful of sharing the personal information of friends and family too. This includes sharing their photos without permission.

Discuss and agree to your family's policy on the sharing of personal information and images of oneself and one another online:

_____

_____

_____

5 **Reputation.** Everything one posts online stays online forever. It can be seen by anyone and everyone. People, even those we don't know, may judge us by our digital reputations. Responsible technology users are mindful of what they post and they are always the same good person online as they are offline.

Discuss and agree what is inappropriate to share online:

_____

_____

_____

6 **Civility.** Online communication often leaves out social cues that let others know when someone is kidding or using sarcasm. Responsible technology users treat others kindly and respectfully online, and remember to stand up for those they might see being treated cruelly.

Discuss what measures you will take if you are treated cruelly, see another being treated cruelly, or experience hate speech or inappropriate language online.

_____

_____

_____

7 **Social Media.** Most social media sites require users to be at least 13 years of age to sign up for an account. Discuss why it is important to follow age guidelines and then decide together (and list) which social media sites are appropriate to sign up for and use:

_____

_____

_____

Social Media Settings. Every site and app offers an array of settings that can keep users safe online. Agree to review and discuss the settings on all sites and apps used. Set them up together.

8 **Friends.** There is a difference between strangers, acquaintances and friends online. Smart technology users are discriminating about the friends they choose online. Be sure to tell a trusted adult if you receive suspicious or alaming messages or posts from anyone. Discuss your family's policy on selecting and accepting friends and followers online:

_____

_____

_____

9 **Critical Thinking.** You are being granted the privilege of using this powerful device because you are smart enough to know never to search for or share inappropriate information. You know not to take, send, or ask for nude pics, ever. You understand that not everything you see online is true and you should verify that something is true before you share it. You know not to "steal" the creative works of others without their permission. Discuss and list other digital activities that require critical thinking skills:

_____

_____

_____

Cyberwise Parent/Child Tech Agreement, continued

10 **Asking for Help.** The online world can be a vast and confusing place. Adults get confused too, but that doesn't mean you shouldn't ask us for help. Together we can figure out anything that might seem perplexing, dangerous, or even ridiculous. Please don't let anything you see or hear online stop you from coming to me, or another trusted adult, for help, ever!

Sincerely yours,

_____
Parent Signature

Agreed to by,

_____   _____
Child Signature   Date