

# Digital Citizenship (remote course)

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## Course Description

Our world has further become one requiring online connections. Information is online. Banking is online. You can do your taxes online and sign up for a myriad of government services online. Social media is one of our main communications methods and part of how we connect and learn about the world. Being a digital citizen is about safely navigating the digital world, participating in civil discourse, sifting through hordes of information, and properly communicating with others in an increasingly digital world.

This course is designed to teach digital citizenship. This course will be self-paced. Full completion is not required, however completion of all required assignments will reward a *Certificate of Digital Citizenship* from Kenosha Public Library. Participants will need a [google account](#) in order to join and complete this course in google classroom.

This course will have “office hours” with an instructor. These will be in Zoom. Participants are encouraged to join these office hours or contact the instructor for questions and assistance.

While no assignment will be given a due date, to receive a *Certificate of Digital Citizenship*, all assignment reflections and section quizzes must be submitted. The final must be completed and a review session scheduled with the instructor.

## Learning Outcomes

Through this course, participants will learn and be able to

- Discuss the role of digital citizens in order to evaluate how they can become or be better digital citizens.
- Communicate civilly with others in an online environment in order to foster online community engagement.
- Navigate online information sources in order to determine credible information
- Build healthy online habits in order to avoid digital burn-out, online addiction, and Internet safety

## Course Outline

This course is split into five section topics split between one and three lessons. Within each section are multiple videos, essays, and articles about the section topic. Each lesson has one reflection tool. Each section has one section quiz. In total, there are ten reflections and five quizzes. The sections are divided out into “weeks.” This is a suggested time-frame for completing each section.

### Section 1: Introduction to Digital Citizenship (Week 1)

- Defining a Digital Citizen
  - The competencies of digital citizenship
  - What makes a digital citizen?

### Section 2: Communicating Online (Week 2 and 3)

- Miscommunication and evolving language
  - How miscommunication happens
  - The difference between online and offline communication
  - How the language evolves online
- Communicating Online
  - Tips for reading emotions in text
  - Tips for better communication online and offline

### Section 3: Civil Discourse (Week 3 and 4)

- Civil Discourse? What is it?
  - Defining civil discourse
  - How to move toward civil discourse
- Civil Discourse Online
  - Civil discourse in a real political setting
  - Outrage and social media
  - How to perform civility online

### Section 4: Online Information (Week 5, 6, and 7)

- The Vortex of Information
  - Are we consuming too much information?
  - The information cycle
  - Wikipedia as an information source
- Finding & Evaluating information
  - How searching the internet works
  - Evaluating websites

- Credible news and fake news
- Diversifying Your Sources
  - Filter Bubbles
  - How to laterally read and view multiple sources

## Section 5: Protecting yourself and Creating balance (Week 8)

- Cyber Security and Your Data
  - Why cyber security is important
  - How hackers can get into your account
  - What are cookies?
- Online/Offline Balance: Avoid Burnout
  - How much screen time is too much?
  - Digital Burnout and Internet Addiction

## Reflections & Quizzes

Assignment reflections are tools for critical thinking in regards to the lesson materials. Reflections may require action outside of the course material to complete in good conscience. Reflections DO NOT have right or wrong answers. Rather, they are meant for you to honestly reflect on the materials in your own life.

Quizzes are true reviews of the section materials. All questions are related directly to the section material. There are right and wrong answers, but no question is meant to be a trick question. All answers can be found from reviewing the section materials. While there are grades for the quiz answers, the grade is only to show you what is correct and incorrect. At the end of each section quiz is an optional section review that is meant to assist the instructor in further developing the course.

## Requirements for Digital Citizenship Certificate

**ALL REFLECTIONS AND ASSIGNMENTS MUST BE COMPLETED.** There are no exceptions to this rule. If material needs to be given in an adapted format, please let the instructor know.

A final course test is required to complete only for those who wish to receive a certificate. This test will have a combination of multiple choice, true/false, check all that apply, short and long answers.

After completion, a meeting will need to be scheduled with the instructor. This meeting will review the final course test, review the course as a whole, and will add our signatures to the certificate.

## Optional Materials

In each lesson there are various optional materials. None of these materials are required, but supplement the lesson materials.

## Office Hours & Meetings

There will be Zoom Office Hours once per month. You can join these office hours by registering for the Digital Citizenship Office Hours on the Kenosha Public Library event schedule on the [library website](#).

There may be opportunity for meetings between students and instructors on various topics throughout the course. These do not affect receipt of the Digital Citizenship certificate, but can supplement learning and encourage discussion.