

1. My approach to family rules for technology is:
  - a. I wouldn't bother.
  - b. I would try my best to enforce rules but might have difficulty with follow-through.
  - c. I would include my children in the process of developing a family technology plan.
  - d. My husband and I will type up clear, consistent rules about when and how technology can be used.
  
2. Ideally, how would you monitor your child's Internet use?
  - a. Wouldn't bother.
  - b. Would occasionally look at my child's phone or search history.
  - c. Would consistently check my child's texts and quietly follow her on social media sites.
  - d. Would install parental controls and filters. I would block inappropriate websites and monitor all activity.
  
3. Would you allow your son to play online games on school nights?
  - a. Of course. What else would he be doing?
  - b. Yes. He needs the break, and hopefully he will get his homework done afterwards.
  - c. Yes. But he needs to complete his homework and show it to me, and then I am happy to let him play or to play a game with him.
  - d. No. Video games are addictive and distracting. He needs to focus on his homework, and he can play games on the weekend.
  
4. What would you do if you found your daughter sending an inappropriate photo to her boyfriend?
  - a. Nothing. It is her private business.
  - b. Express concern and discuss what is going on in the relationship.
  - c. Express concern about my daughter's self-esteem while contacting the boy's parents to make sure the picture is not forwarded. Then take away her phone for the next few days.
  - d. Forbid my daughter from ever seeing the boy again and then take away her phone for the next month.



## The Dos and Don'ts of Digital Kindness

### Do

- If you need/want to make a critical comment, then verbally say it in person, one on one.
- **Delete** mean or humiliating pictures/posts sent to you.
- Respond to texts/e-mails that ask for your help.
- Send kind texts.
- Stand up for friends who are being attacked.
- Unsubscribe from groups that are mean (if you can).
- When in doubt, do a digital reality check (see page 207).

### Don't

- Post pictures of a party where some of your friends in the group are not invited.
- Post party invites/announcements on social media sites unless everyone is invited.
- Make critical comments about others online/on text.
- Take screenshots of Snapchats.
- Forward mean or humiliating pictures/posts sent to you.
- Hypertext.
- "Like" or forward embarrassing photos.
- Make critical comments about others online.
- Ask people to send you sexy/inappropriate pictures.
- Trust virtual friends whom you don't know in person.
- Pretend to be someone else online, even if you think it is a joke.



## Digital Dos and Don'ts for Teens

### Do

- View your digital footprint as an online portfolio.
- Be kind when online.
- “Like” the posts and sites of friends you care about.
- Selfie in moderation.
- Communicate with your friends online.
- Create a rich and creative personal profile.
- Take breaks from texting and games when exhausted, upset, or frustrated.
- Discuss with your partner the “rules” around texting and social media.
- Text your parents regularly.
- Use technology to make plans and keep in touch.
- Set your own time limits for games and social media.
- Use technology for keeping organized and doing homework.
- Keep an offline or paper diary to document your deepest thoughts.
- Use technology for friendships, social plans, homework, writing, creativity, music, information, and social change.

### Don't

- Forget that your digital footprint has consequences in the future.
- Say things online that you wouldn't say in person.
- Like or endorse sites that are racist, sexist, X-rated, or violent.
- Over-selfie.
- Overshare or sext.
- Believe that profiles accurately represent the reality of a person's life.
- End relationships on text or social media.
- Forward embarrassing pictures after you break up.
- Text your mother every time you need to make a small decision.
- Text and drive.
- Study with your phone and social media nearby.
- Sleep with your phone.
- Post your most sacred and secret thoughts.

## When

1. Will you allow technology during the week? Yes or No. If no, skip to #4.
2. Will you allow technology in the mornings before school? Yes or No
3. If yes, what tasks need to be completed prior to technology use? Circle all that apply.
  - a. Wake up and get dressed
  - b. Eat breakfast
  - c. Brush teeth
  - d. Gather belongings and put on coats
  - e. Other \_\_\_\_\_
  - f. All of the above
4. Will you allow technology after school? Yes or No
5. If yes, what tasks need to be completed prior to use? Circle all that apply.
  - a. After-school activities/sports
  - b. Playdates
  - c. Homework
  - d. Chores
  - e. Dinner
  - f. Other \_\_\_\_\_
  - g. All of the above
6. At what time should devices be turned off at night? (*recommend 30 minutes prior to bedtime*) \_\_\_\_\_

## Where

7. Is technology allowed in the car? Yes or No
8. If yes, what type of technology? \_\_\_\_\_
9. Is there a minimum car ride time before technology is allowed? Yes or No

10. If yes, what time? \_\_\_\_\_ (would suggest over 20 or 30 minutes)
11. Is technology allowed on bus rides? Yes, No, or N/A
12. If yes, what type of technology? \_\_\_\_\_
13. Are computers, tablets, phones, gaming consoles allowed in the bedroom? Yes or No (*Just say NO!*)
14. If yes, at what time should devices be turned off? Time \_\_\_\_\_
15. Where should technology be placed when sleeping? Choose from the following:
- a. Communal charging station
  - b. Parent's bedroom
  - c. Other \_\_\_\_\_

### What

16. Are you using any parental controls? Yes or No
17. If yes, list controls. \_\_\_\_\_
18. If no, how are you monitoring your children's use? Circle all that apply.
- a. Adults use technology with child (*applicable only for young child*)
  - b. All technology in common areas
  - c. Check browser history
  - d. Periodically check tween/teen's texts, phone
  - e. Follow tween/teen on social media sites
  - f. Periodically have tween/teen show me what he or she is doing online
  - g. Permission needed to download apps, games
  - h. Tweens/teens need permission to join social media sites, multiplayer games, role-playing games, etc.
  - i. Other \_\_\_\_\_
19. Do you have all of your children's passwords? Yes or No
20. If no, agreement requires that children give parents all passwords for devices, websites, games, and social media sites.

- 21.** What types of games is your child allowed to play? Circle all that apply.
- a. Child must follow ratings.
  - b. We use Common Sense Media ratings.
  - c. I read reviews before allowing my child to download or buy games.
  - d. I ask friends or teachers before allowing game purchases.
  - e. I ask my child to explain why he wants a game and to consider the pros and cons of the particular game.

### **Who**

- 22.** Name three ways your child uses digital technology for education.
- a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_

- 23.** Name three ways your tween/teen uses digital technology for self-expression. (*Ask your tween/teen for help here.*)
- a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_

(Examples include Instagram profile, post on Change.org, online art portfolio, Minecraft creation, avatars, customized website.)

- 24.** Ask your child to give three examples of how he or she can be kind online?
- a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_

(Examples include standing up for someone who is being bullied, texting a friend who missed school to give homework, congratulating a friend on Facebook who posted about a big accomplishment.)

- 25.** Have you spelled out specific sites that are forbidden in your family?  
Yes or No

- 26.** If yes, circle all that apply.
- a. Sexist, racist, homophobic sites
  - b. Sites that objectify women such as porn sites

- c. Games with extreme violence and MA ratings
  - d. Games or sites that require personal information
  - e. Games that mock or bully players
  - f. Other \_\_\_\_\_
- 27.** Have you spelled out specific actions that are forbidden in your family?  
Yes or No
- 28.** If yes, circle all that apply.
- a. Bullying or cyberbullying
  - b. Sexting
  - c. Forwarding inappropriate comments or pictures that are sent to you
  - d. Pretending to be someone else online
  - e. Taking credit for others' work
  - f. Hacking
  - g. Downloading games or sites without parent approval
  - h. Selling items online without parent approval
  - i. Other \_\_\_\_\_
- 29.** Have you discussed privacy and safety issues with your child? Yes or No
- 30.** If no, reread this book. If yes, how do you plan to balance privacy concerns with your tween/teen? Circle all that apply.
- a. Will follow on all social media sites but not comment.
  - b. Will occasionally check phone and Internet but won't comment unless there is a safety concern.
  - c. Will allow tween to have greater independence over time.
  - d. Will not intervene in tween/teen's life but will help to manage digital footprint.
  - e. If teen/tween wants more privacy, then recommend using real-life communication rather than electronic communication.
- 31.** Will there be consequences for infractions? If yes, circle/check all that apply.
- a. If child breaks where/when rules, then child will lose technology\_\_\_\_ Internet\_\_\_\_ phone\_\_\_\_ for half day.
  - b. Child will lose full day of technology\_\_\_\_ Internet\_\_\_\_ phone\_\_\_\_ on second infraction in same week.
  - c. Consequences restart each week.

- d. Content violations will result in loss of above technology and a learning lesson such as apology, community service, family service, etc.
- e. Other consequences \_\_\_\_\_

**32.** In return for following family guidelines, your children will be able to do which of the following? Circle all that apply.

- a. Will be able to continue using digital technology in their lives
- b. May be able to explore new areas of interest in cyberspace
- c. Will be granted greater levels of responsibility and independence



## CYBER BILL OF RIGHTS

- Technology is a privilege, not a right.
- Technology is a tool, not an end point.
- Your digital footprint begins at birth.
- Privacy doesn't exist in cyberspace.
- The "delete" key should be renamed the "archive" key.
- Be kind online.
- Be an upstander, not a bystander.
- Don't share your passwords or personal information.
- Get permission to download or join new games and social media sites.
- Limit technology in the bedroom.
- Don't sleep with your phone.
- Create tech-free family times daily (*parents included!*).
- Your digital identity should reflect your true identity.

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## **Family Digital Technology Agreement: Grades 2–5**

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Family name \_\_\_\_\_ Date \_\_\_\_\_

*Our family recognizes that technology is an important part of our lives. We believe that it should be used safely as a tool for organizing, learning, creating, communicating, and fun.*

### **When I can use technology?**

- Technology may be used on weekday mornings when the following is completed:
  - Get dressed and gather belongings
  - Eat breakfast
  - Brush teeth
  - Other \_\_\_\_\_
- Technology may be used after school when the following is completed:
  - After-school activities
  - Homework and chores
  - Playdates
  - Other \_\_\_\_\_
- Technology may be used on weekends at times specified by parents.
- Technology must be turned off by 8:00 P.M. on weekdays and 9:00 P.M. on weekends.

### **Where can I use technology?**

- No technology in the bedroom.
- Games and Internet in the kitchen, basement, or den.
- Online homework must be done in a common area.
- Technology may be used in the car when car trips exceed 30 minutes.

### **What I should do online?**

- I will occasionally show my parents what I am doing or creating online.
- I will keep my passwords private and share them only with my parents.
- I will not share personal information such as my whole name, address, and birthdate.
- I will look for games and sites that help me learn and explore.

*(continued)*

**Family Digital Technology Agreement: Grades 2–5 (page 2 of 2)**

- I understand that I can't believe everything I read online.
- I will remember that technology is only one part of my life.

**Who do I want to be online?**

- I agree to be kind online and to tell my parents if someone is mean to me.
- I agree to tell my parents about anything that makes me uncomfortable.
- I agree not to take credit for others' work online.
- I agree to be an upstander, not a bystander.

**What if?**

- If I use technology at inappropriate times or inappropriate ways, I will lose all technology for half a day in that given week.
- The second time will result in losing technology for one entire day.
- I agree to tell my parents if my online activities make me feel uncomfortable in any way.

**My parents agree:**

- To allow me to use digital technology if it is done safely and within the family guidelines.
- To help me find new games, sites, and programs to further explore my interests.
- To listen to my concerns before setting limits and guidelines.
- To recognize that everyone makes mistakes. My parents need to be involved in helping me learn from my mistakes.
- Not to criticize or punish me when I go to them in need.
- To acknowledge that safety and comfort are the top priority.
- To give me more freedom and responsibility with continued safe use.

\_\_\_\_\_  
*Child's signature*

\_\_\_\_\_  
*Child #2*

\_\_\_\_\_  
*Child #3*

\_\_\_\_\_  
*Parent #1 signature*

\_\_\_\_\_  
*Parent #2*

\_\_\_\_\_  
*Parent #3*

\_\_\_\_\_  
*Parent #4*

\_\_\_\_\_  
*Date*

## **Family Digital Technology Agreement: Grades 6–8**

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Family name \_\_\_\_\_ Date \_\_\_\_\_

*Our family recognizes that technology is an integral part of our lives. We believe that it should be used safely as a tool for organization, learning, creativity, communication, self-expression, and fun.*

### **When I can use technology?**

- Technology may be used on weekday mornings when the following is completed:
  - Get dressed and gather belongings
  - Eat breakfast
  - Brush teeth
  - Other \_\_\_\_\_
- Technology may be used after school when the following is completed:
  - After-school activities
  - Homework and chores
  - Other \_\_\_\_\_
- My phone needs to be given to an adult from 5:00 to 7:00 P.M. or when my homework is being done.
- I agree to block pop-ups and not surf the Internet or text during homework.
- Technology may be used on weekends after homework is completed. It should not interfere with extracurricular activities, reading, and friend and family activities.
- Technology must be turned off by \_\_\_\_\_ (suggested 8:30–9:30) P.M. on weekdays and \_\_\_\_\_ (suggested 10:00–11:30) P.M. on weekends.

### **Where I can use technology?**

- I will not keep my phone or other technology in my bedroom.
- Games and Internet must be used in common areas.
- I will leave my phone in the kitchen charger at bedtime.
- Technology may be used in the car when car trips exceed 30 minutes.

*(continued)*

**What should I do online?**

- My parents will occasionally check my texts and Internet.
- My parents will occasionally ask for a tour of my Internet activity.
- I will not share my passwords with anyone other than my parents.
- I will not share personal information online.
- I will join social networks or online games only with my parents' permission.
- I agree not to visit sexist, racist, or homophobic sites.
- I agree to use technology for education and creativity as much as possible.

**Who do I want to be online?**

- I agree to the tenets of digital citizenship (see attached bill of rights).
- I agree to be kind online.
- I agree to tell my parents about anything that makes me uncomfortable.
- I agree to use technology to present my true self and as a tool for creative expression.
- I agree not to take credit for anyone else's work.
- I agree not to pretend to be anyone else online or to lie about my age.
- I agree not to cyberbully or sext and to tell my parents about any concerns regarding bullying or sexuality.

**What if?**

- If I use technology at inappropriate times or in inappropriate ways, I will lose my phone for half a day in that given week.
- The second infraction will result in losing my phone for one entire day.
- My parents will always give me a "free pass" from punishment if I go to them with concerns about bullying, sexting, or privacy.
- I agree to tell my parents if my online activities make me feel uncomfortable in any way.

**My parents agree:**

- To allow me to use digital technology if it is done safely and within the family guidelines.
- To help me find new ways for technology to enhance my life.
- To listen to my concerns before setting limits and guidelines.

*(continued)*

**Family Digital Technology Agreement: Grades 6–8** (page 3 of 3)

- To recognize that everyone makes mistakes. My parents need to be involved in helping me to learn from my mistakes.
- Not to criticize or punish me when I come to them in need.
- To acknowledge that safety and comfort are the top priority.
- To advance my independent use with my continued responsible use.
- Throughout high school, my parents will continue to help me monitor my digital footprint.

\_\_\_\_\_  
*Child's signature*

\_\_\_\_\_  
*Child #2*

\_\_\_\_\_  
*Child #3*

\_\_\_\_\_  
*Parent #1 signature*

\_\_\_\_\_  
*Parent #2*

\_\_\_\_\_  
*Parent #3*

\_\_\_\_\_  
*Parent #4*

\_\_\_\_\_  
*Date*

# **Family Digital Technology Agreement: High School**

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Family name \_\_\_\_\_ Date \_\_\_\_\_

*Our family recognizes that technology is an integral part of our lives. We believe that it should be used safely as a tool for organization, learning, creativity, communication, self-expression, and fun.*

## **When can I use technology?**

- My phone should be given to an adult or put in another room when I am doing homework.
- I agree to block pop-ups and not surf the Internet or text during homework.
- I may use technology during the weekend. I recognize that I must find a balance between my real-life obligations and my online activities. Technology should not interfere with extracurricular activities, reading, or friend or family activities.
- I will turn off technology by \_\_\_\_\_ (suggest 9:30–10:30 P.M. on weekdays) and by \_\_\_\_\_ (suggested 11:30 P.M.–1:00 A.M. on weekends).

## **Where can I use technology?**

- I will not use technology in my bedroom.
- I will use technology in common areas as much as possible.
- I will leave my phone in the kitchen charger at bedtime.
- I will not text while driving.
- I will use a headset if I need to talk on the phone while driving.
- I will use a car GPS and not a smartphone navigation system.

## **What should I do online?**

- My parents will occasionally check my texts and Internet history.
- Occasionally, I will share my online activities with my parents.
- I must share passwords with my parents.
- I will not share passwords with anyone other than my parents.
- I will make my parents aware of all my active social media sites.
- I agree not to visit sexist, racist, or homophobic sites.

(continued)

## **Family Digital Technology Agreement: High School** (page 2 of 3)

- I agree not to meet online friends in person without my parents' permission.
- I agree to use technology for education, creativity, and self-expression as much as possible.

### **Who do I want to be online?**

- I agree to the Cyber Bill of Rights (see *attached*).
- I agree to be kind online and not cyberbully.
- I agree to tell my parents if my online activities make me feel uncomfortable.
- I agree to use technology to present my true self.
- I agree not to take credit for anyone else's work.
- I agree not to pretend to be anyone else online or to lie about my age.
- I agree not to sext.

### **What if?**

- If I use technology at inappropriate times or in inappropriate ways, I will lose my phone for half a day in that given week.
- The second infraction will result in losing my phone for one entire day.
- If I use poor judgment in managing my digital citizenship or digital footprint, I will lose phone privileges and will be asked to find a consequence that can help me learn from my mistakes.
- My parents will always give me a "free pass" from punishment if I go to them with concerns about bullying, sexting, or privacy.
- I agree to tell my parents if my online activities make me feel worse in any way.

### **My parents agree:**

- To allow me to use digital technology if it is done safely and within the family guidelines.
- To help me find new ways for technology to enhance my life.
- To listen to my concerns before setting limits and guidelines.
- To follow me on my social media sites but not comment unless I give them explicit permission.
- To recognize that everyone makes mistakes. My parents need to be involved in helping me to learn from my mistakes.
- Not to criticize or punish me when I come to them in need.

(continued)



**Family Digital Technology Agreement: High School** (page 3 of 3)

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- To acknowledge that safety and comfort are the top priority.
- To advance my independent use with my continued responsible use.
- To help me monitor my digital footprint throughout high school.

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*Teenager's signature*

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*Teen #2*

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*Teen #3*

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*Parent #1 signature*

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*Parent #2*

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*Parent #3*

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*Parent #4*

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*Date*