

**Sian**

So this is the final video in our course on Digital Literacy for distance learners. I hope you found this course useful and you've got some good ideas about how to use digital devices and platforms to help you with your studies! But you know what? I think a lot of the things we've talked about in these videos are useful even beyond study. So that's what I want to talk about today: digital literacy in your everyday lives.

Right at the beginning of this course, we defined digital literacy as: "having the skills and knowledge required to achieve our goals in a digital society." And let's face it: today our world is more connected than ever. Think about how often you connect with friends and family on social media, or use the internet to get the information you need. Digital communications are a big part of our lives – so what have we learned on this course that we can use in our everyday lives?

For me one of the most important things is how to communicate effectively with others online. It's really important to behave in a respectful way to other people. Because online communication is not face to face, sometimes people say things they would never say in the physical world. People who say mean and horrible things online are called 'trolls', like monsters from fairy tales. Nobody likes trolls – so always treat other people online with respect. Remember – the internet never forgets. Things you post on social media can be hard to get rid of – so think carefully before you put it online.

Safety and security are really important too. Don't give away your personal details – or anyone else's. You don't want strange people showing up on your doorstep, or being able to access your bank account!

We've talked about using the internet to find information, but always remember to critically evaluate the information you find online. If you use incorrect information in your studies you can lose marks. In the same way, if you accept incorrect information, your understanding of the world could be based on something that is not true. So use your judgement and go deeper into the information you find to make sure you can believe it.

So those are a few of the key things to remember when you are online. I think we are very lucky to be living in the digital age. These are wonderful resources that have revolutionised the way we get information and communicate with each other. But we always need to be improving our digital skills so that we can make the best and safest use of the online world. So enjoy your experiences online and I hope that your digital skills will make you a better student! Bye for now!