



Surfing the Web

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*Take the following advice seriously,
and your Internet experience will be
trouble free at all surfing times.*

Be ethical.

Abide by all cyber rules, regulations, and laws
wherever they may apply.

Stay virtually away from sites where you don't
belong.

Be wary of accepting advice
from cyber friends on the Internet.

Don't flame or spam.

Don't waste your time and energy or get
emotionally upset
by getting involved in nasty cyber arguments.

Don't accept opinions, rumors, and
unsubstantiated comments as Gospel truths.

Be wary of propaganda and biased
information.

Check original and reliable sources
to verify accuracy of information whenever
possible.

Develop a habit to critically evaluate all
content on the WWW.

Guard against viruses and hackers—take
absolutely NO chances.

As a rule, do not send your photo or give
personal information to strangers,
and do not give passwords or credit card
numbers online.

If you must enter passwords or give credit card
numbers online,
do so cautiously
and only if a KEY or PADLOCK is visible
on screen.

If you experience something suspicious online
or know something is dreadfully wrong,
notify someone you trust immediately.

Read carefully agreements, important notices,
terms and conditions,
before buying, ordering, registering, or

subscribing
to anything online.

Learn to search effectively online
as information on the Net is not systematically
organized.

Set a time or item limit for research and try
sticking to it.

If you have a task to perform,
don't allow cyber ads to distract you, stay
focused on your task.

Do not become overly addicted to the Internet
and ignore your loved ones in the process.

Bookmark your favorite sites.

Immediately print or save information which you
find useful,
for you may never see the same site again.

Make backups of all data that you don't want
to lose.

Keep important CDs, DVDs, boot disks,
rescue disks, tape backups, etc.
readily available for emergency use.

If your system is terribly fouled up,
and you don't have a program that would
sweep it clean and fix it for you,
FORMAT your entire hard drive as needed,
and reinstall everything from scratch.

Never delete important system files
that you have no clue what they are being used
for.

Always use UNINSTALL instead of
DELETE

to get rid of unwanted programs if you have an
option.

Do delete useless files and e-mail messages
regularly.

Don't send anything by e-mail, or attach
anything to an e-mail
that you don't want the whole world to read,
see or hear.

Before rushing off an e-mail composed in
anger or frustration,
send it to yourself first.
If you still feel the same way in 24 hours and
have no regrets,
forward a gentler, modified version to your
intended recipient.

To avoid sending attachments that may
contain viruses to friends,
do not send a Web page link as an attachment,
copy the URL and paste it into the text of
your e-mail.

Don't subscribe to any e-mail that you don't
absolutely need.

Unsubscribe all unwanted e-mails.
Use the BLOCK SENDER feature to
stop annoying e-mails
coming from sources that won't allow you to
unsubscribe.

Remember that health comes first.
Be kind to your body and make sure it gets
the proper exercise, nutrition, and rest that it
deserves.

At the first sign of eyestrain or cramps, quit.