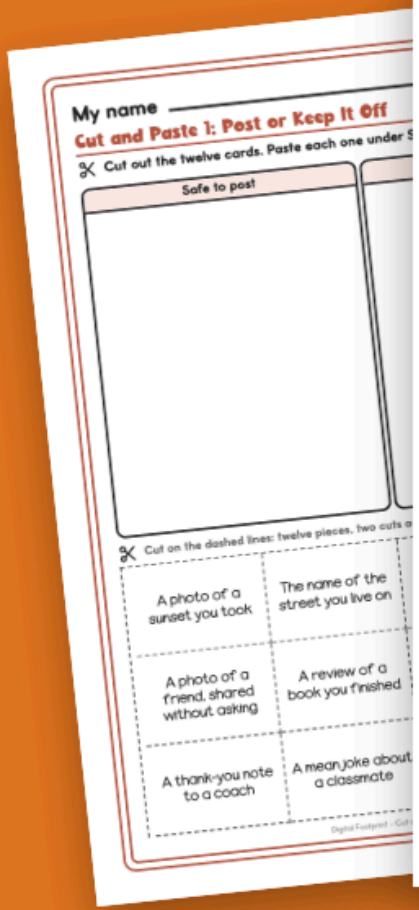
DIGITAL FOOTPRINT

WORKSHEETS
GRADES 4-8



17 STUDENT PAGES

ANSWER KEY



My name

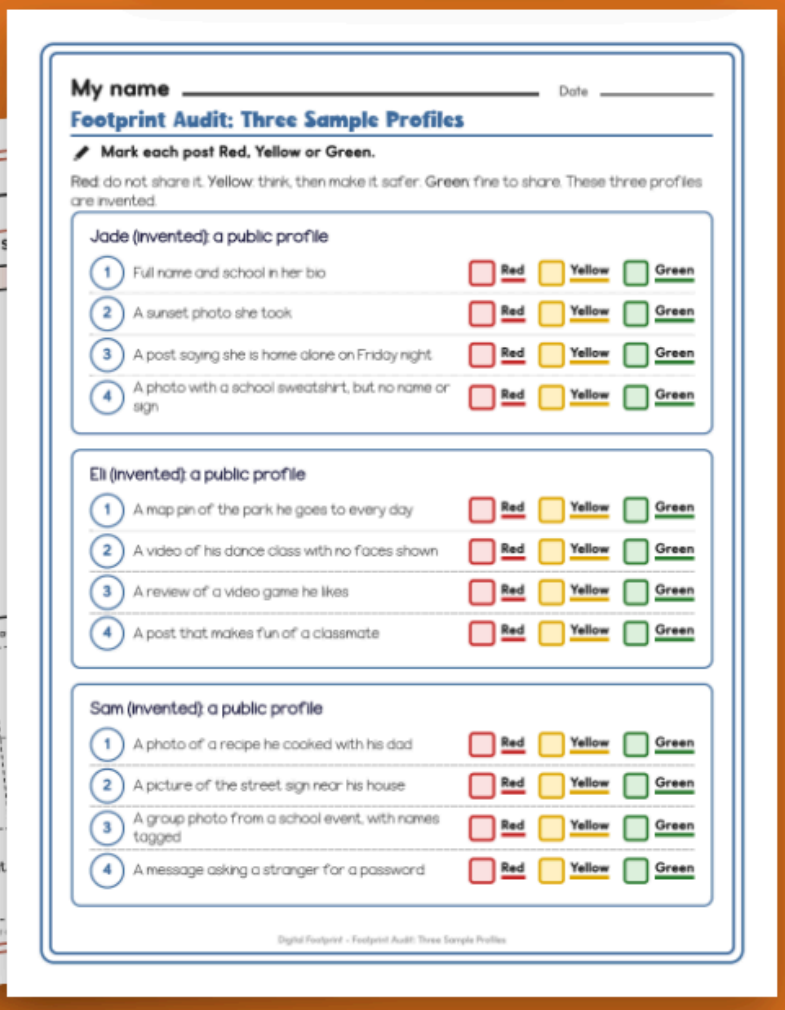
Cut and Paste 1: Post or Keep It Off

Cut out the twelve cards. Paste each one under S

Safe to post

Cut on the dashed lines: twelve pieces, two cuts a

A photo of a sunset you took	The name of the street you live on
A photo of a friend, shared without asking	A review of a book you finished
A thank-you note to a coach	A mean joke about a classmate



My name _____ Date _____

Footprint Audit: Three Sample Profiles

Mark each post Red, Yellow or Green.

Red: do not share it. Yellow: think, then make it safer. Green: fine to share. These three profiles are invented.

Jade (invented): a public profile

1	Full name and school in her bio	Red	Yellow	Green
2	A sunset photo she took	Red	Yellow	Green
3	A post saying she is home alone on Friday night	Red	Yellow	Green
4	A photo with a school sweatshirt, but no name or sign	Red	Yellow	Green

Eli (invented): a public profile

1	A map pin of the park he goes to every day	Red	Yellow	Green
2	A video of his dance class with no faces shown	Red	Yellow	Green
3	A review of a video game he likes	Red	Yellow	Green
4	A post that makes fun of a classmate	Red	Yellow	Green

Sam (invented): a public profile

1	A photo of a recipe he cooked with his dad	Red	Yellow	Green
2	A picture of the street sign near his house	Red	Yellow	Green
3	A group photo from a school event, with names tagged	Red	Yellow	Green
4	A message asking a stranger for a password	Red	Yellow	Green

Digital Footprint – Footprint Audit: Three Sample Profiles

Bright Path Sped

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This is a fillable PDF

- Open it in a PDF reader (Adobe Acrobat Reader, Preview, or your browser), click into a line or a box, type, and Save As.
- The name line, every answer box, every ruled work box and every check box on the student pages are type-in fields, and so are the tracker, class grid, team note and family page. You can also print any page and write by hand.
- It works offline. No account, no subscription, no internet connection needed after you download it.

Print at 100 percent

Turn off fit to page and shrink to fit so the ruled lines stay 0.34 inch apart. Every student page is black and white inside a colored border, so it still reads when copied in black and white.

Student work

A filled-in tracker, class grid or team note carries a real student's name. Keep it in the data folder, and use a first name only on any page that leaves your hands.

Need help?

If a field will not behave or a page will not print the way you expect, use Ask a Question on the product page before leaving a review. Every question is read, and a fix to the file ships as a free update: re-download it any time from My Purchases.

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PREVIEW

How To Read a Page

The parts of a student page, then the kinds of sheet in the order they come.

The parts of a page

- **The answer box.** A bordered box for a letter or a word. Click it to type, or print and write in it.
- **The ruled work box.** Lines 0.34 inch apart for sentences. Write one idea to a line.
- **The check box.** True or false, safe or unsafe, red, yellow or green, yes or not yet: click or mark.
- **The word box.** A term or a card to match or sort.
- **The cut line.** Twelve pieces in a 4 by 3 grid, edge to edge: two straight cuts across and three down.

Kind of sheet	How many	What the student does
Readings and words	4 sheets	Read, match the words, keep the two kinds of footprint.
True or false and checks	2 sheets	True or false with the fix, and a think-before-you-post checklist.
Sorts and the audit	3 sheets, 36 items	Post or keep it off, active or passive, and three sample profiles.
Mapping and writing	4 sheets, 6 questions	My footprint web, what would you do, and a reflection.
Quizzes and exit tickets	12 items, 3 tickets, 1 self check	Two quizzes, exit tickets, and a self check.

Untimed, unscored on the page

No student page has a timer or a score on it. The keys and the tracker are for you. The answer keys are on pages 22 to 25. The checklist and the self check have no key.

Short answers

Their key (page 24) says what to look for, not one right sentence. Accept any answer that uses a fact from the readings or the cards.

Printing and the type-in fields

Every page prints clean in black and white. The name line, every answer box, every ruled box and every check box are type-in fields in any PDF reader: click one, type, then save. This is a fillable PDF, not a slideshow or a word-processor file.

Room to work

Work boxes hold three or more lines. If a student needs more room, hand over one page a day, or let students write on scrap paper and copy their best sentences into the box.

PREVIEW

Preview · Bright Path Sped

My name _____ Date _____

Reading 1: What Is a Digital Footprint?

Read about what a footprint is. Then answer.

What a footprint is

A **digital footprint** is the trail you leave when you use the internet. Some of it you make on purpose. You make it when you post a photo, write a comment or send a message. Some of it you do not post at all. A website can save a record that you visited. An app can keep track of where you used it. Your footprint stays around. Other people can save it, copy it and share it, even after you move on. Before you post, ask two questions. **What am I leaving behind? Who could see it?**

In one sentence: what is this reading mostly about?

Check what you read. Write the letter in the box.

1. What is a digital footprint?
   - **A** A print you make with a printer
   - **B** The trail you leave when you use the internet
   - **C** A password you forget

   [ ]

2. Which one is a footprint you make on purpose?
   - **A** A photo you post
   - **B** A website's record of your visit
   - **C** An app's record of where you used it

   [ ]

3. What are the two questions to ask before you post?
   - **A** Is it the longest post? Will it get the most likes?
   - **B** Can I post it fast? Will my friends like it?
   - **C** What am I leaving behind? Who could see it?

   [ ]

PREVIEW

My name _____ Date _____

Footprint Words

Match each word to what it means.

Write the letter of the meaning in each box. Use the readings to help you.

1	digital footprint		A	A footprint made as you use a site or app, such as a saved visit.
2	active footprint		B	The group of people who can see what you post.
3	passive footprint		C	The trail you leave when you use the internet.
4	privacy setting		D	A choice in an account that limits who can see a post.
5	audience		E	A footprint you make on purpose, such as a post or a comment.

Use two of the words in one sentence about your footprint.

PREVIEW

My name _____ Date _____

True or False: Footprints

Is it true or false? Check one.

Check true or false for each sentence.

1. A digital footprint can include things you never post. ☐ true ☐ false

2. Once something is online, it can be copied and shared. ☐ true ☐ false

3. Your digital footprint is only the words you type in a box. ☐ true ☐ false

4. Everything in your footprint is equally easy for anyone to see. ☐ true ☐ false

5. A website can keep a record of your visit even if you post nothing. ☐ true ☐ false

6. If you are not sure about a post, you should post it and see what happens. ☐ true ☐ false

Pick one false sentence. Fix it so it is true.

PREVIEW

My name _____ Date _____

Cut and Paste 1: Post or Keep It Off

Cut out the twelve cards. Paste each one under Safe to post or Unsafe to post.

Safe to post	Unsafe to post

PREVIEW

Cut on the dashed lines: twelve pieces, two cuts across and three cuts down.

A photo of a sunset you took	The name of the street you live on	A drawing you made for art class	Your school schedule for the whole week
A photo of a friend, shared without asking	A review of a book you finished	A recipe you cooked with a family member	A post saying your family will be away all week
A thank-you note to a coach	A mean joke about a classmate	Your birthday and the year you were born	A photo of a pet at home, with no address shown

Preview · Bright Path Sped

My name _____ Date _____

Footprint Audit: Three Sample Profiles

Mark each post Red, Yellow or Green.

Red: do not share it. Yellow: think, then make it safer. Green: fine to share. These three profiles are invented.

Jade (invented): a public profile

1	Full name and school in her bio	☐ Red	☐ Yellow	☐ Green
2	A sunset photo she took	☐ Red	☐ Yellow	☐ Green
3	A post saying she is home alone on Friday night	☐ Red	☐ Yellow	☐ Green
4	A photo with a school sweatshirt, but no name or sign	☐ Red	☐ Yellow	☐ Green

Eli (invented): a public profile

1	A map pin of the park he goes to every day	☐ Red	☐ Yellow	☐ Green
2	A video of his dance class with no faces shown	☐ Red	☐ Yellow	☐ Green
3	A review of a video game he likes	☐ Red	☐ Yellow	☐ Green
4	A post that makes fun of a classmate	☐ Red	☐ Yellow	☐ Green

Sam (invented): a public profile

1	A photo of a recipe he cooked with his dad	☐ Red	☐ Yellow	☐ Green
2	A picture of the street sign near his house	☐ Red	☐ Yellow	☐ Green
3	A group photo from a school event, with names tagged	☐ Red	☐ Yellow	☐ Green
4	A message asking a stranger for a password	☐ Red	☐ Yellow	☐ Green

PREVIEW

My name _____ Date _____

What Would You Do? 1

Answer each question in sentences.

Use facts from the readings and the cards. Write in sentences.

1. A friend posts a funny photo of you that you do not like. What would you do?

2. You see a post that shows a classmate's home address. What would you do?

3. You want to post a photo from a trip. What would you check first?

PREVIEW

My name _____ Date _____

Quiz A

Pick the best answer. Write its letter.

Take your time. Guess if you are not sure.

1. What is the best reason to check your audience?
   - A So the post gets more likes
   - B So you know who can see the post
   - C So the post can be found later

2. Which one is an active footprint?
   - A A comment you type on a post
   - B A website's saved record of your visit
   - C A map app's history of places

3. What does a privacy setting do?
   - A It makes a post impossible to copy
   - B It hides your footprint from every website
   - C It limits who can see a post

4. Which post is the safest to share?
   - A A photo with your school sign in it
   - B Your street and the days you will be away
   - C A sunset photo with no name or place

5. A friend asks you to post their photo. What is the best step?
   - A Post it, since it is a nice photo
   - B Ask the friend first, and wait for a yes
   - C Post it and tag the friend's family

6. Why do old posts still matter?
   - A Other people may have saved or shared them
   - B They are erased after one year
   - C They only matter if they have many likes

PREVIEW

My name _____ Date _____

Exit Tickets

Answer each ticket before you go.

Each ticket takes about two minutes. Your teacher may collect them at the door.

1. Name one thing that is part of a digital footprint.

2. Name one thing to check before you share a post.

3. What is one question you still have about your footprint?

PREVIEW

Answer Key: Readings, Words, True or False

Every letter is the position of the right option in the printed list.

Readings pages 5, 6

Item	Letter	Answer
Page 5, item 1	B	The trail you leave when you use the internet
Page 5, item 2	A	A photo you post
Page 5, item 3	C	What am I leaving behind? Who could see it?
Page 6, item 1	A	It can limit who sees a post
Page 6, item 2	B	The group of people who can see what you post
Page 6, item 3	C	Check your audience and ask if you would be fine with it

Footprint Words page 7

Word	Letter	Meaning
1. digital footprint	C	the trail you leave when you use the internet
2. active footprint	E	a footprint you make on purpose, such as a post or a comment
3. passive footprint	A	a footprint made as you use a site or app, such as a saved visit
4. privacy setting	D	a choice in an account that limits who can see a post
5. audience	B	the group of people who can see what you post

True or False page 9

Item	Answer	The fix
Page 9, item 1	True	-
Page 9, item 2	True	-
Page 9, item 3	False	It also includes photos, sites you visit and what an app records.
Page 9, item 4	False	Some parts are easy to see, and some parts are hard to see.
Page 9, item 5	True	-
Page 9, item 6	False	Check your audience first, and ask a trusted adult when you are not sure.

PREVIEW

Answer Key: Audit and Short Answers

The profiles and the students in them are invented. Accept a different flag only when the student names what makes the post safer or riskier, such as a name, a place or a time.

Footprint Audit (invented profiles) page 13

Post	Flag
1. Jade: Full name and school in her bio	red
2. Jade: A sunset photo she took	green
3. Jade: A post saying she is home alone on Friday night	red
4. Jade: A photo with a school sweatshirt, but no name or sign	yellow
5. Eli: A map pin of the park he goes to every day	red
6. Eli: A video of his dance class with no faces shown	yellow
7. Eli: A review of a video game he likes	green
8. Eli: A post that makes fun of a classmate	red
9. Sam: A photo of a recipe he cooked with his dad	green
10. Sam: A picture of the street sign near his house	red
11. Sam: A group photo from a school event, with names tagged	yellow
12. Sam: A message asking a stranger for a password	red

What Would You Do: what to look for pages 15, 16

Item	Look for
Page 15, item 1	Ask the friend to take it down, do not share it more, and tell a trusted adult if it keeps happening.
Page 15, item 2	Do not share or copy it. Tell a trusted adult, and tell the classmate if you can.
Page 15, item 3	Who the audience is, whether the photo shows where I am, and whether everyone in it said yes.
Page 16, item 1	Stop before I type anything, ask a trusted adult, and check why the app needs it.
Page 16, item 2	Do not answer the question. Stop replying and tell a trusted adult.
Page 16, item 3	Check the post and delete it if you can. Remember that others may have saved or shared it.

PREVIEW

Digital Footprint Tracker

One student, every scored sheet. Filled example: page 30.

Student _____ Teacher _____ Month _____

Page	Page type and set	Items	Right	Date	Notes
5	Reading 1: What Is a Digital Footprint?	3			
6	Reading 2: Who Can See Your Footprint?	3			
7	Footprint Words	5			
9	True or False: Footprints	6			
11	Cut and Paste 1: Post or Keep It Off	12			
12	Cut and Paste 2: Active or Passive	12			
13	Footprint Audit: Three Sample Profiles	12			
17	Quiz A	6			
18	Quiz B	6			

PREVIEW

How to fill this in

Write how many items the student got right with no prompt, and the date. A blank means not tried yet, never wrong. There are 65 items on the 9 scored sheets. Answer keys: pages 22 to 25. Filled example: page 30.

This month we are working on (your own standard or wording)

Team Note

Use this page between team meetings or when a student moves classes, to hand off what changed without writing a note from scratch. Everything below is observable, with a blank for the number or the wording your team already uses.

Student _____ Team member _____ Date _____

Kind of sheet	Covered since last note (Y/N)	Items right	Still blank
Readings and words			
Sorts			
Audit			
True or false			
Quizzes			

What I saw (observable, not a conclusion)

- Marked ___ of 12 audit flags the same way as the key (page 24).
- Sorted ___ of 12 cards into the right box (page 11).
- Got ___ of 6 true or false sentences right (page 9).
- Named one active and one passive footprint in a complete sentence: yes / no / with a reminder.

Next step

- Next page or set: ___, because ___ (what you saw).
- What to try in another class or at home: ___.
- What to keep doing because it is working: ___.
- Anything for the team meeting to decide: ___ (this page records what happened, never a label or a plan).

Summary, in one or two sentences, for whoever reads this next

A filled-in line, for reference

"Got 5 of 6 true or false sentences right on 10/20. Next step: reread Reading 1 and ask what a passive footprint is." That is the level of detail this page is built for. It matches the filled example on page 30.

PREVIEW

Ren's Tracker (Invented Student)

Ren T. is invented; nothing on this page describes a real student. The blank tracker is on page 26.

Student: Ren T. (an invented student)

Teacher: Ms. Park (invented)

Month: October

Page	Page type and set	Items	Right	Date	Notes
5	Reading 1: What Is a Digital Footprint?	3	3	10/6	-
6	Reading 2: Who Can See Your Footprint?	3	2	10/7	Missed the audience question
7	Footprint Words	5	4	10/8	Mixed up active and passive
9	True or False: Footprints	6	5	10/20	Thought every footprint is easy to see
11	Cut and Paste 1: Post or Keep It Off	12	10	10/22	Put the school schedule under Safe to post
12	Cut and Paste 2: Active or Passive	12	12	10/23	-
13	Footprint Audit: Three Sample Profiles	12	9	10/24	Marked the sunset photo Yellow
17	Quiz A	6	5	10/27	Missed the privacy setting question
18	Quiz B	6	-	-	-

PREVIEW

How to read it

Ren T. has done **8 of 9** scored sheets and got **50 of 59** items right with no prompt. **2** sheets were all right and **6** carry a note. Every number comes from the table.

What the table points to

The lowest sheet is Reading 2: Who Can See Your Footprint? (2 of 3). That is where the next practice goes. The 1 sheet left blank is not tried yet, never wrong.