Never reveal your password, your home address, your telephone number or your birthday online.

Be aware that your hobbies are also private information.

A password is like the key to your house: it’s yours, it should not be shared with others and when you create it, it should be hard for others to guess but easy for you to remember.

Always keep an eye on your smartphone or tablet: never leave it unattended, set a password to unlock it and lock it when you are not using it.

Make sure you know your digital friends in person: let an adult know if you receive requests online from people you don’t know.

Think carefully before posting or “saying” something online: it is very difficult to cancel the internet’s memory!

Manners also matter online: ask permission from the other person before posting photos or information about them.

Think before you click: do not open links you receive from strangers through e-mails or that take you to websites you don’t know.

If you see images or videos not suitable for your age, let an adult know straight away.

Only buy online with the help of an adult.

Let an adult help you with setting up the right security and privacy settings on your smartphone, tablet and within apps.

Stay tuned and keep yourself informed on: www.itu-cop-guidelines.com and www.itu.int/cop