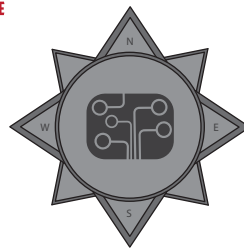


## HOW TO USE EMAIL SAFELY

Let me tell you, it's a scary world out there. Now, I'm not trying to freak you out, but when it comes to email and stuff, you can't be too careful. It only takes clicking on the wrong thing and you could have a heap of trouble on your hands.

## FLIP OVER FOR YOUR NEXT CHALLENGE



### EARN THIS NUGGET

Using an email account (yours, if you have one, but probably your parent's). Write six emails to family or friends. Understand how the inbox works, write the email, attach an image, and send it. Then see the email in the sent mail folder. Hopefully you'll also get to see a reply.

So what should you consider to keep yourself safe? Well, Cragman, let's look at a few things that might help you.

- You are going to get a lot of emails from a lot of people throughout your life. You don't have to email them all back. In fact, you couldn't possibly. So only correspond with someone you know and you feel totally safe with.
- When you receive an email, sometimes there will be an attachment. Assume this is not what it appears to be and is unsafe. Be sure you know the sender and that they really did send it. Yes, sometimes you can get an email from someone and they didn't really send it to you. So if something seems wrong with what they have written in the email, don't open the attachment. Maybe call them and check.
- Sometimes you'll want to copy someone on an email, this is the "CC" or carbon copy. If you want to secretly include them in, then use "BCC" or blind carbon copy. Then no one knows they were copied.
- Never share sensitive personal information: passwords, Social Security numbers, credit card information, or even your phone number and address.

