Digital Footprint

Residence Life creates a community environment where our students can feel a sense of belonging, build resilience, and be academically successful. We encourage the personal development of our community members by holding individuals accountable for violations of the residence behavioural expectations.

The Residence Community Standards, as a part of the overall residence experience, are designed to:

- Create connection and belonging within a safe and respectful residence community.
- Challenge residents to think critically, accept responsibility for their actions, and learn and grow from their experiences.
- Emphasize the rights, responsibilities, dignity, and academic pursuits of all residents.

Educational sanctions are designed to provide residents who have been found responsible for a violation of the Residence Community Standards with the opportunity reflect on their behaviour and the consequences of their actions. Educational sanctions are not academic assignments.

Learning Outcomes
Residents who complete the Digital Footprint assignment will:

- Define a digital footprint and reflect on strategies for managing it.
- Create messaging around digital footprints they would share with their peers.
- Analyze their personal digital footprints and the potential impact their online image may have on their future. (i.e. grad/professional school applications, job and career prospects)

Timeline
Your completed sanction is due back to the Administrative Assistant, Residence Conduct (residence.conduct@queensu.ca or Victoria Hall Room 001D) **within five business days** from the date of your Decision Letter.

If you require any accommodations to complete your educational sanction, contact the Residence Conduct Office at residence.conduct@queensu.ca or 613-533-2965.

Failure to complete this sanction will result in a follow-up meeting with a member of the Residence Life staff team.

Instructions
Watch the following video and read the following article about managing your digital footprint and reflect on the questions listed below:

Video: "Digital Footprints by Michelle Clark (TedX Hollywood)" found at
https://www.youtube.com/watch?v=NlGyTp4Nd4M
Article: Think Before You Share Tipsheet:
http://mediasmarts.ca/sites/mediasmarts/files/pdfs/tipsheet/TipSheet_Think_Before_You_Share_2.pdf

Questions:

1. How would you define the concept of a digital footprint?
2. What do you believe are some positive aspects of your digital footprint? What are some things that could be considered a red flag by future employers?
3. Outline at least three strategies you might use to keep your digital footprint appropriate and safe.
4. What information did you learn that you would pass on to other students? How would you go about telling them?

Deliverables

You have the option of submitting your response in one of the formats listed below. Please ensure that all submissions are PC compatible. If you are using an iOS system, please submit the documents in a format compatible with Microsoft applications. (i.e: .doc, .docx, .pdf, .ppt, .mov, .wav, .mp4)

- Written Response (typed, 12pt font, double-spaced, approximately 500 words)
- Video Response (5-10 minutes in length)
- Slideshow (minimum ten slides, including both text and graphics)

We expect that the tone of this assignment will be considerate, respectful, and use appropriate language. **Your response will be reviewed** and if there are concerns or questions with your response you may be contacted by your Residence Life Coordinator to set up an appointment to discuss it further.

If there is any evidence of plagiarism, your sanction will be considered incomplete and you will be required to re-submit.

If you would like to present the information in a way that is not listed above, contact the Residence Student Conduct Office residence.conduct@queensu.ca or 613-533-3965 before the deadline to discuss how it meets the requirements and objectives of the educational sanction.