

Digital Literacy & Skills



The ability to use information and communication technologies to find, evaluate, create, and communicate information

- American Library Association

Finding and Consuming

Research

- Using key words, phrases and Boolean search terms
- Deciding what to read/listen/watch and when to do this
- Identifying website/content authors and evaluating their reliability

Thinking

- Differentiating between ads, information, links, videos
- Understanding the different roles of social media, news, information and entertainment websites

Self-management

- Staying on task
- Avoiding distractions from links, pop ups when trying to meet a goal
- Knowing when digital content is having a negative influence on me

Creating

Communication

- Using different digital platforms to collaborate (shared workspaces, documents, chatrooms, video calls)
- Creating content for different purposes and audiences (tweets, blogs, websites, videos, podcasts)

Social

- Taking calculated risks when creating content
- Considering safety, privacy and reputation of myself and others during the creation process

Self-management

- Revising and editing content based on feedback
- Reflecting on the impact of my digital content on myself and others

Communicating and Sharing

Communication

- Deciding when to share and to which audience (share button options)
- Knowing the difference between public and private audiences

Social

- Considering carefully how my online content might make other people feel
- Understanding when my online content is constructive/helpful or harmful

Critical thinking

- Knowing the difference between posting anonymously and having my name/image connected with content
- Reflecting on the consequences of sharing digital content

