

Speak up about Conduct Risks: Create a podcast or fact sheet



This lesson focuses on the Conduct online safety risk area, which explores how to communicate, and behave responsibly in online spaces.



This lesson can take up to 60 minutes.

Ages 10-12

The lesson has been designed for learners aged 10-12. The “checkpoints” offer differentiation strategies to scale learning as required.

This lesson is the result of a co-design project undertaken with Year 5-6 learners at St Mary’s School, Whittlesea, in collaboration with their teacher, Mrs. Kayla Borg, STEM specialist and eSmart coordinator. [Listen to their learner-led podcast here.](#)

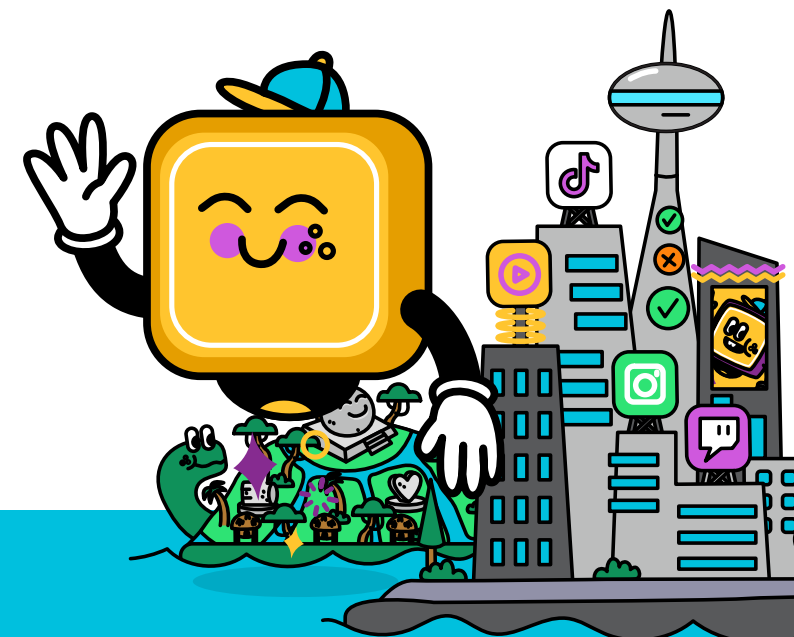


This lesson is part of the eSmart Digital Licence program

By completing just four engaging lessons, including this one, your class can earn their eSmart Digital Licences—signalling their understanding of safe and responsible online behaviour. Start now and guide your learners toward becoming confident and positive digital citizens.



Learn more about the program
be.esmart.org.au/dl/overview



Overview

This lesson helps learners explore the Conduct risk area of online safety — understanding safe, respectful, and responsible online behaviour. Topics may include managing online conflicts, recognising inappropriate behaviour, and understanding the impact of digital actions on themselves and others.

The class may choose to either:

Create a podcast:

Develop skills in research, scripting, and interviewing to produce a podcast on a topic relevant to the Conduct risk area.

This task can be completed without technical equipment by producing a “live” presentation of the podcast, instead of recording. Otherwise, setup may include:

- Providing access to recording devices (e.g., microphones, iPads, or computers).
- Ensuring that the recording functions/apps that you will use (i.e. Voice Memos, Google Recorder, Audacity etc.) have been enabled by your IT department.
- Deciding if you or your learners will edit the podcast. If the latter, set up relevant software for learners and schedule a training session.

OR

Design a fact sheet:

Craft an informative guide to share helpful tips and insights with their community relevant to the Conduct risk area.

This task can be completed offline by using pen and paper. Otherwise, setup may include:

- Ensuring learners have access to a digital design tool, like Canva, Google Docs, or Microsoft Publisher. Make sure your chosen tools are whitelisted/approved by your IT department.

Learning intentions & success criteria

Learners will:

- Develop media production skills by producing either a podcast or a digital fact sheet.
- Apply their understanding of themes in the Conduct risk area of online safety by crafting messages that help their community to stay safe online.

These intentions are evidenced when learners can:

- ☐ Explain key concepts of the Conduct risk area and apply this knowledge to real-life situations.
- ☐ Create well-organised and engaging media in a collaborative environment.

Educators will:

- Guide learners in developing content that addresses Conduct risk themes in creative and engaging ways.
- Facilitate discussions that help learners analyse online content risks and apply their understanding in practical contexts.

These intentions are evidenced when educators can:

- ☐ Provide clear guidance in media production skills, ensuring learners successfully research, script, and produce their podcast or fact sheet.
- ☐ Support learners in identifying and addressing Conduct risks through their media projects.

1 Understand the media

Choose one of the following:

Understanding podcasts:

- Explain what a podcast is and introduce different types.
- Play podcast excerpts and discuss the format, tone, and content.
- Ask learners what they liked or disliked, then create a class list of tips for their own podcast projects.

Educator lesson notes: Podcasting

What do we need?
Creating a learner-led podcast doesn't require fancy equipment... with the right approach, you can produce a podcast using everyday tools.

Recording equipment:
• Ideally use a microphone for clearer audio, but if your school doesn't have individual equipment, recording directly into devices like phones, iPads, or Chromebooks works just as well.
• Encourage learners to find a quiet space with minimal background noise for the best recording quality.

Creative recording ideas:
• For learners who prefer visual storytelling, consider recording videos using LEGO figures or other props to act out podcast scenarios. The audio from these videos can be extracted for use in the final podcast.

Editing tools:
• Decide if you'll edit the podcast journal or if it'll become an extra learning opportunity where learners edit their own work. Adding sound effects, music, and transitions can enhance their final products.
• For simple editing, apps like Garageband, Audacity, or Soundtrap are user-friendly and accessible.

Podcast examples:
By hearing how others use their voices, sound effects, and pacing, learners can gather ideas for creating engaging and meaningful content. ABC Education is a great place to find fun, safe, and inspiring examples that are perfect for young learners.

Share these podcasting safety tips with learners

Surfing safely:
Encourage learners to use third-person storytelling instead of personal "I" statements. For example, suggest saying "Some kids may face challenges online" rather than "I had a bad experience online." This keeps their stories meaningful without sharing personal details.

Protecting identity:
Remind learners to use only their first name or a nickname and avoid sharing private details like their address, school name, or phone number.

Permission matters:
Learners should always get permission from a parent or teacher before recording or sharing their podcast. If they plan to interview someone, ensure they have permission from the guest's parent(s).

Respect boundaries:
Encourage learners to let guests know they can stop anytime and that all content should be fun, respectful, and safe for everyone.

Managing data:
Remind learners to back up recordings immediately and delete original files from shared devices once used or transferred for editing to protect privacy.

Tips for sharing with community:
• Ensure any media content and privacy permission forms have been shared and signed before sharing media. Consult school or organisational policies if you are unsure what is needed to carry out this activity.
• Share your podcast on safe websites or apps approved by your school.

Create a podcast Lesson Slides

Podcast slides

Understanding fact sheets:

- Explain what a factsheet is and introduce different types.
- Introduce the concept of fact vs. opinion.
- As a class, review different fact sheets online and create a brainstorm of "likes" and "dislikes". Create a class list of tips for creating their own fact sheets.

Educator lesson notes: Fact sheets

Why fact sheets?
Fact sheets help learners research, organise ideas, and present information clearly when creating digital citizenship slides. They align with the Australian Curriculum by supporting:

- Digital Technologies: Using tools like Canva, Publisher, or Google Slides to create digital content.
- Media and Communications: Understanding layout, tone, and visual design.
- English: Developing research, writing, and communication skills.
- Personal & Social Capability: Exploring digital safety and responsible online behaviour.

Creative tools for digital fact sheets
Platforms like Canva, Adobe Express, and Google Docs allow learners to customise text, images, and design elements, encouraging creativity while developing digital design skills.

The examples below have been found using Canva. Start a new project and search for fact sheets to find a wide range of templates that can be altered to suit your purposes.

Design tips

- Use clear headings to organise information.
- Write short sentences and use bullet points.
- Choose simple fonts like Arial or Verdana.
- Add images or icons to support key points.
- Include a positive call-to-action (e.g., "Share with a friend").
- Credit sources for images, facts, or quotes.

Research tips

Distinguish between fact and opinion:

- Be clear about what is factual (proven information supported by evidence) and what is opinion (personal thoughts or feelings).
- Facts are based on research, data, or expert knowledge... for example, "Cyberbullying can cause anxiety and stress."
- Opinions express beliefs or values... for example, "I think social media is too stressful."

Find reliable information:

- Information from trusted organisations, educators, or official policy groups is best. Look for websites ending in .edu, .gov, or .org, which may be held to a higher standard for factual information.
- Trusted resources like ABC Education, Tech4teachers, or eSafety Commissioner are great starting points for digital citizenship topics.
- The internet changes quickly, so check that sources are up to date. Look for articles or resources published within the last few years.
- Don't rely on just one website... check at least two or three sources to confirm information is accurate.

Create a fact sheet Lesson slides

Fact sheet slides

2 Research and planning

Video and discussion:

- Play the Conduct risk area video. Learners should write down one thought and one question about the video's themes.
- Discuss learner responses. Why do they think the topic matters? How does it relate to their own experiences?
 - Create a bank of topics on a central display for later.



Assign roles and decide topics:

- Break into small production groups. Assign roles (optional).
- In groups, discuss and write down the topics that are most of interest. Learners should fill in the "Media planning resource" to help break down the task into manageable segments, themes and working groups.

Media planning resource

| Group name: | Creative team | Topic |
|--------------|---------------|-------|
| Introduction | | |
| Segment 1 | | |
| Segment 2 | | |
| Segment 3 | | |
| Segment 4 | | |
| Segment 5 | | |

Checkpoint 1: Make it work for everyone

Differentiate the lesson by assessing the group work. Modify instruction as appropriate, based on whether learners can:

- Assign roles and agree on teams.
- Decide on appropriate topic(s).

Options:

- Assign temporary roles for the first session.
- Offer a list of relevant, engaging topics related to the Conduct risk area.
- Use guiding questions to help groups narrow their focus.

3

Produce your media

For podcasts and fact sheets:

Research the topic

Note: This activity can be short or in-depth, depending on your needs.

- Have learners conduct research on their topics (collecting statistics, supporting facts, or stories), in their production groups. They may wish to use the following resources:
 - The “Conduct risk area fact sheet”, provided in the Lesson slides.
 - Asking information experts such as their librarian, or, chosen educators.
 - Searching websites such as the [eSafety Commissioner website](#).
- As a whole class, each group should report back three things they have found related to their topic. Comment on the saliency of information and encourage critical thinking and questioning.

Podcast research guide

Research your topics

Look for:

- Facts and statistics
- People's experiences
- Organisations that can help

Make sure that your sources are credible. This might mean they:

- Are from trusted websites, experts or organisations.
- Provide facts that can be checked or verified.
- Are up-to-date with current information.
- Show the author's name and qualifications.

Work your research into the podcast script:

- 1) Intro**
Hello! I am [name] and here with me is... Today we are going to discuss...
- 2) Definition**
[Content risks] are...
- 3) Fact**
Did you know...? The latest research from [resource] reports...
- 4) Story/Interview (optional)**
Kids have told us that... The consequences might be...
- 5) Solution**
So, what can we do to stay safe?

Fact sheet research guide

Research your topics

Look for:

- Facts and statistics
- People's experiences
- Organisations that can help

Make sure that your sources are credible. This might mean they:

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- Provide facts that can be checked or verified.
- Are up-to-date with current information.
- Show the author's name and qualifications.

Write up your research:

Opening sentence

- In this section, we will explore...

Definition

- [Topic] means...

Fact

- Did you know that...?
- According to [source]...

Story/Example (optional)

- For example, [person/group] shared that...
- Kids often say that...
- A recent story from [source] explains...

Solution/Action

- To make sure we are safe, we can...
- The best way to deal with this is...

Conclusion

- We've learned that...
- It's important to remember...

Production: Podcast

(Optional) Conduct interviews

- Allow learners time to conduct formal interviews and vox pops (short informal interviews with members of the public, or their peers). Make sure to discuss the importance of gaining consent with all participants before learners record their interviews.

Write scripts and record segments

- Offer the the script supports in the lesson resources for learners to write bullet points of what they want to say on their podcast. Each podcast should have an intro, agreed segments, and an outro.
- Record the podcast according to the run sheet, but aim to keep the tone natural and engaging.
- After recording, use the “Media bias checklist” to refine the podcast before sharing.

Safety tips

- Use your first name or a nickname.
- Don't share personal info like your address, school, or phone number.
- Always get permission from your parents and your guest's parents before recording.
- Pick fun, interesting, and safe topics—avoid personal or uncomfortable ones.
- Let your guest skip any questions that make them uncomfortable.
- Be kind and avoid saying anything hurtful.
- Have a parent or teacher review your podcast before sharing it.

Media bias checklist

Bias “watch-outs”:

- Have we used sources we can trust for our information?
- Are we including voices from different backgrounds, experiences, and opinions?
- Is our language kind and respectful, without using words that are too emotional or unfair?
- Are we sharing facts correctly without making things sound bigger than they really are?
- Are there any important parts of the topic we might have missed or left out?
- Do we know when we need to do more research or get more ideas to improve the conversation?

Media law

- Do not use language that offends, excludes, discriminates, or defames.
- Always credit work that you have adapted or that has inspired your ideas.
- Swap out brand names for generic terms & don't mention cost.
- Do not endorse smoking, vaping, alcohol, drugs or gambling.
- Do not promote violence or brutality.
- Do not spread any false information - use subjective language.

Production: Fact sheet

Design the fact sheet

Note: These instructions are designed for a collaborative group approach, where all learners have distinct roles. However, the task can still be completed independently or in pairs, using the roles as steps to complete the task.

- Writers: Write up the areas of the fact sheet that they are responsible for.
- Designers: Produce infographics for the fact sheet, and set up the overall format and colour scheme. They also import written text into the design.
- Editors: Spell-check the text using software or manual methods, and complete the “Media bias checklist”.

Fact sheet roles

Possible fact sheet roles

- Researcher
- Writer
- Designer
- Editor

Decide on your audience and tone:

Who is your audience?

- People your age
- Parents
- Teachers
- Younger kids

Will your fact sheet be serious, funny, professional, or casual? Why?

Media bias checklist

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4

Exit pass

Distribute to your community

- Deliver the fact sheet or podcast to a safe and approved community space. Ensure your school/organisation has approved the platform, and that all relevant consents have been received.
- Ask learners to gather one piece of feedback from a listener/reader. This could be a comment about what they learned, what they liked, or a suggestion.
- Discuss as a group.
 - What worked well?
 - What would you improve next time?

Checkpoint 2: Learning intentions & success criteria

Assess the “Exit pass” to ensure learners have met the following success criteria:

Explain key concepts of the Conduct risk area and apply this knowledge to real-life situations.

Create well-organised and engaging media in a collaborative environment.

Next steps:

If some learners didn't meet the criteria, do the “Top-up” activity in the following section. Discussion about the lesson's themes can be continued at home, by setting the extension task as homework.

Important Note:

If this lesson is part of the eSmart Digital Licence, you'll need to ensure that all learners have met the success criteria before accessing the Digital Licences.

5

(Optional) Top-up or extend the lesson

Top-up the lesson

For learners who need more help meeting the learning intentions & success criteria.



In class or at home, ask learners to colour the Conduct Island map and draw or write two situations where they might encounter harmful or inappropriate online behaviour. What strategies could you use to respond safely in these situations?

Conduct Island is part of the eSmart Digital Licence quest. To explore more islands, visit be.esmart.org.au/dl/overview.

Extend the lesson

For learners who have met the learning intentions & success criteria and need a bit more of a challenge.

Try out the other media type in the lesson. If you made a podcast, try making fact sheets based on the podcast. If you made a fact sheet, try extending the lesson to make a podcast based on its content.

What do we need?

Creating a learner-led podcast doesn't require fancy equipment — with the right approach, you can produce a podcast using everyday tools.

Recording equipment:

- Ideally, use a microphone for clearer audio, but if your school doesn't have dedicated equipment, recording directly into devices like phones, iPads, or Chromebooks works just as well.
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Creative recording ideas:

- For learners who prefer visual storytelling, consider recording videos using LEGO figures or other props to act out podcast scenarios. The audio from these videos can be extracted for use in the final podcast.

Editing tools:

- Decide if you'll edit the podcast yourself or if this becomes an extra learning opportunity where learners edit their own work. Adding sound effects, music, and transitions can enhance their final product.
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Podcast examples

By hearing how others use their voice, sound effects, and pacing, learners can gather ideas for creating engaging and interesting content. [ABC Kids Listen](#) is a great place to find fun, safe, and inspiring examples that are perfect for young learners.



Share these podcasting safety tips with learners

Storytelling safety:

Encourage learners to use third-person storytelling instead of personal "I" statements. For example, suggest saying "Some people may face challenges online" rather than "I had a bad experience online." This keeps their stories meaningful without sharing personal details.

Protecting identity:

Remind learners to use only their first name or a nickname and avoid sharing private details like their address, school name, or phone number.

Permission matters:

Learners should always get permission from a parent or teacher before recording or sharing their podcast. If they plan to interview someone, ensure they have permission from the guest's parents too.

Respect boundaries:

Encourage learners to let guests know they can skip questions that feel uncomfortable. Topics should be fun, interesting, and safe for everyone.

Managing data:

Remind learners to back up recordings immediately and delete original files from shared devices once saved or transferred for editing to protect privacy.

Tips for sharing with community

- Ensure any media consent and privacy permission forms have been shared and signed before sharing media. Consult school or organisational policies if you are unsure what is required to carry out this activity.
- Share your podcast on safe websites or apps approved by your school.
- Consider sharing podcasts with your school community, local library, or as part of a school assembly.
- Encourage listeners to leave positive feedback and ideas for future episodes.

Why fact sheets?

Fact sheets help learners research, organise ideas, and present information clearly while building digital citizenship skills. They align with the Australian Curriculum by supporting:

- Digital Technologies: Using tools like Canva, Publisher, or Google Slides to create digital content.
- Media Arts: Developing layout, text design, and visual skills.
- English: Strengthening research, writing, and communication.
- Personal & Social Capability: Exploring digital safety and responsible online behaviour.

Creative tools for digital fact sheets

Platforms like Canva, Adobe Express, and Google Docs and others allow learners to combine text, images, and design elements, encouraging creativity while developing digital design skills.

The examples below have been found using Canva. Start a new project and search for fact sheets to find a wide range of templates that can be altered to suit your purposes.



Design tips

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- Include a positive call-to-action (e.g., "Share with a friend!").
- Credit all sources for images, facts, or quotes.

Research tips

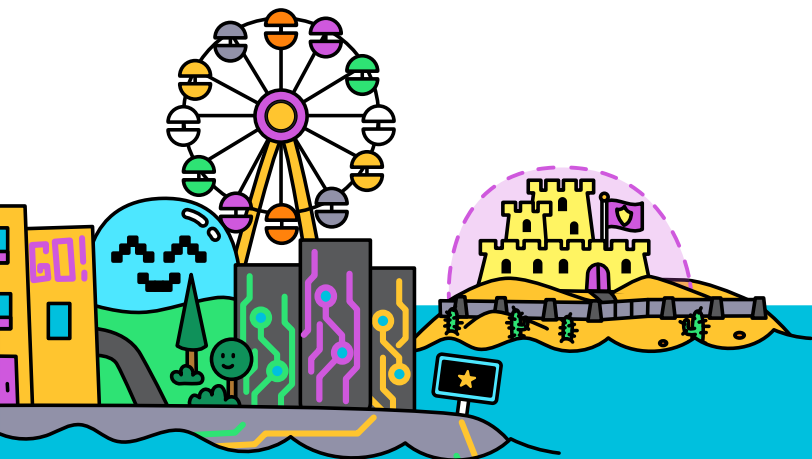
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- Opinions express beliefs or ideas — for example, "I think social media is too stressful."

Find reliable information

- Information from trusted organisations, educators, or official safety groups is best. Look for websites ending in .edu, .gov, or .org, which may be held to a higher standard for factual information.
- Trusted resources like ABC Education, Kids Helpline, or eSafety Commissioner are great starting points for digital citizenship topics.
- The internet changes quickly, so check that sources are up to date. Look for articles or resources published within the last few years.
- Don't rely on just one website — check at least two or three sources to confirm information is accurate.
- Be cautious with blogs or personal stories — while they can be useful, make sure the facts are supported by expert advice.

Create a podcast Lesson Slides



Let's make a podcast!

What are podcasts?

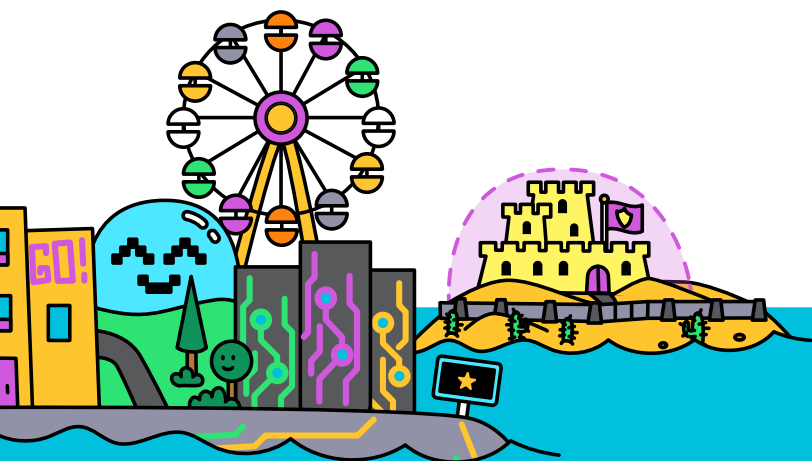
- A Podcast is a form of audio entertainment.
- Every podcast is different and explores topics through episodes.

Types of podcasts

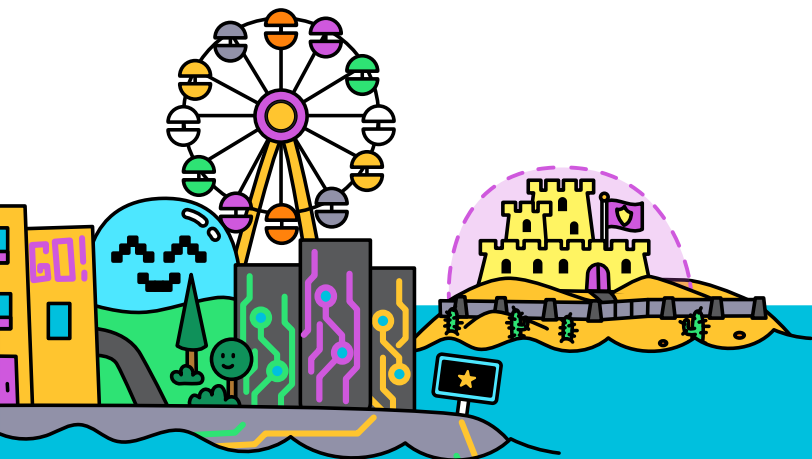
- Review
- Discussion/debate
- Conversation
- Play/musical
- Life stories



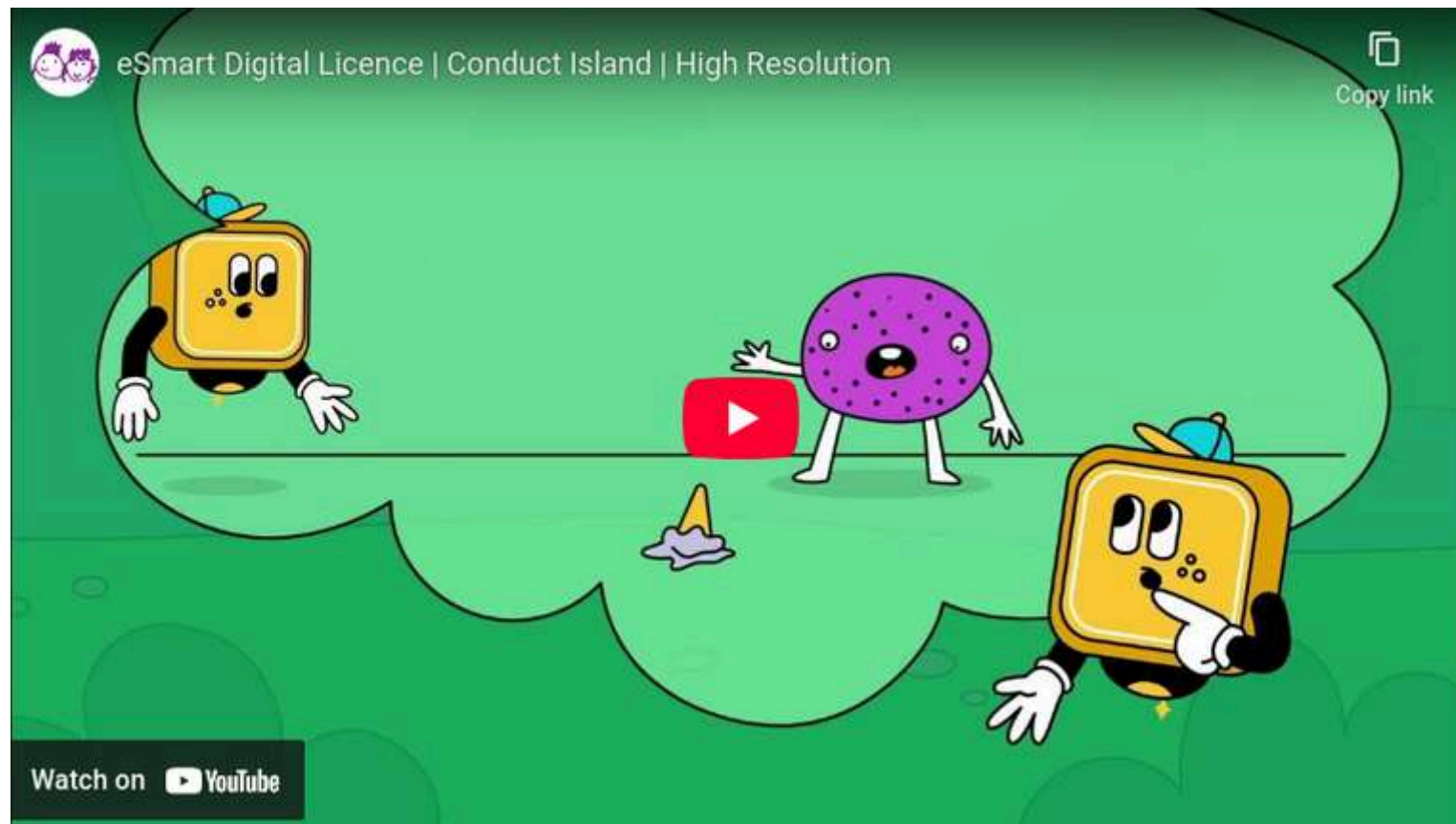
What do you like or dislike about these examples? What tips will you take forward?



Part 1: Learn about podcasts



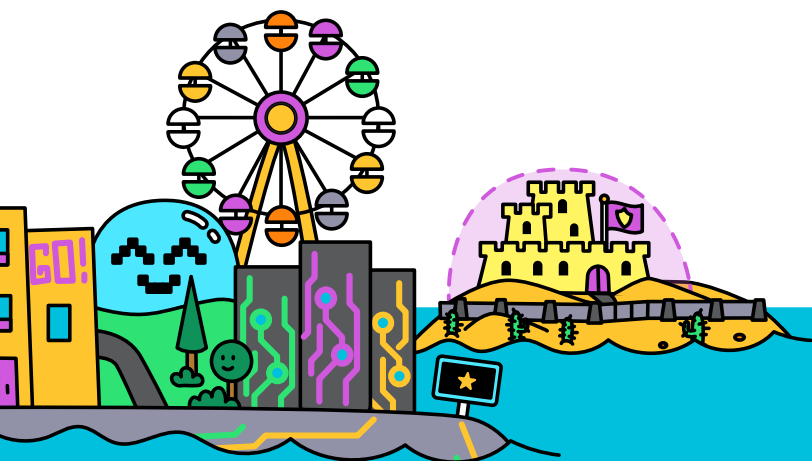
Conduct risk area



Here are some examples of Conduct risks.

Can you think of more?

- Leaving mean messages, comments or images.
- Creating fake online profiles.
- Sharing images or videos of people without asking.



What can we do?

- Make sure cyberbullying stops with you - don't forward or share any mean messages, posts or images.
- Reach out to the person being bullied to check if they are OK.
- Try not to send mean messages back.
- Speak to an adult you can trust.

Statistics: From the eSafety Commissioner

- An estimated 17% of multiplayer gamers experienced in-game bullying.
- 42% of young people turned off the game's chat function when faced with cyberbullying in-game.
- Nearly 30% of multiplayer gamers who experienced bullying reported it to game moderators.
- 1 in 5 young people who were bullied responded by bullying the person back.

Part 2: Research and planning



Making a start

Good on you! Your listeners are waiting to hear what you have to say!



Research & write the script

What do we want to talk about?
What will we say?
Who will we invite to speak?

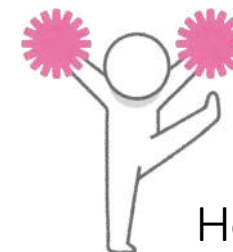


Share it with our community

How will we make sure it reaches the right people?
How can we do it all again?

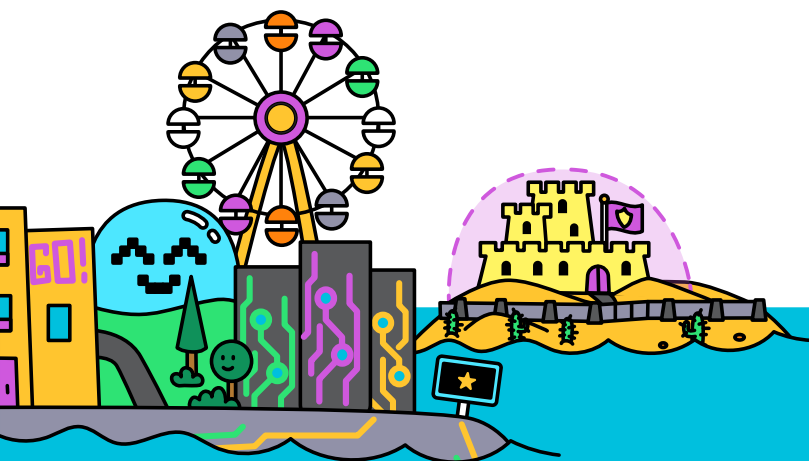
Learn about podcasts

What are podcasts?
What could we focus on in our podcast?



Record the podcast

How do we use the tools?
How do we make sure we get all the recordings we need?
How do we edit it?



Podcast roles



Researcher



Writer

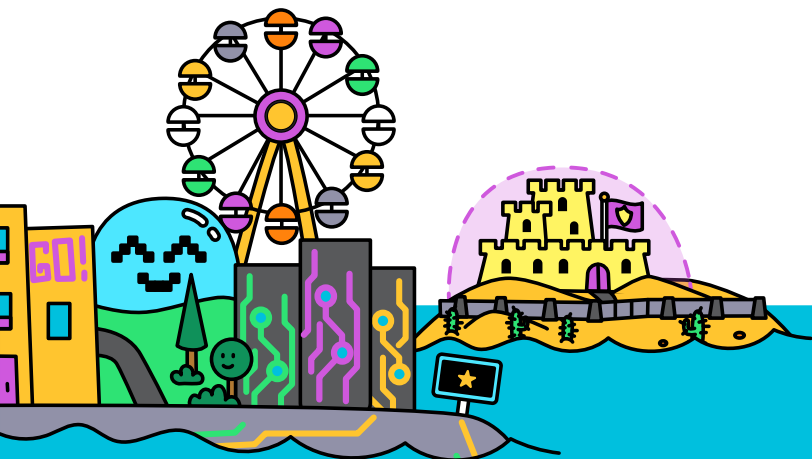


Technical operator




Presenters &
guests

And more...?

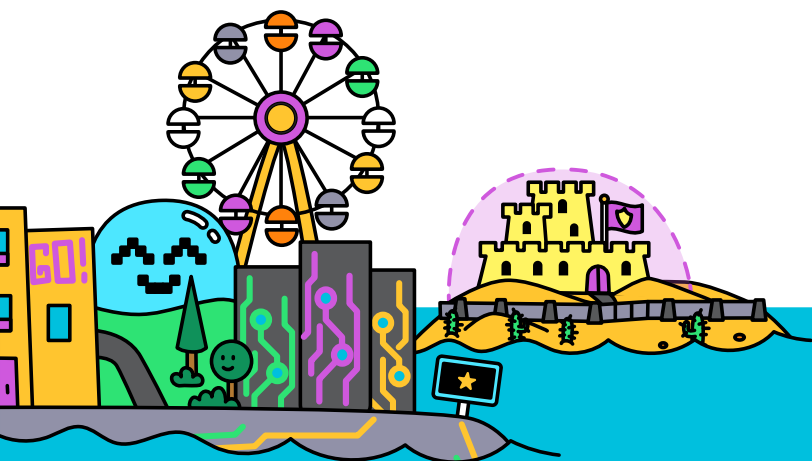


- An episode is made up of an introduction at the start, segments in the middle and an outro at the end.
- Segments are 1-3 minute conversations that explore an idea or topic in the episode.
- Episodes are structured using a RUN SHEET.

Podcast name:



| | Presenters | Topic |
|--------------|------------|-------|
| Introduction | | |
| Segment 1 | | |
| Segment 2 | | |
| Segment 3 | | |
| Segment 4 | | |
| Segment 5 | | |
| Outro | | |



Group name:

| | Creative team | Topic |
|--------------|---------------|-------|
| Introduction | | |
| Segment 1 | | |
| Segment 2 | | |
| Segment 3 | | |
| Segment 4 | | |
| Segment 5 | | |
| Conclusion | | |



Research your topics

Look for:

- Facts and statistics
- People's experiences
- Organisations that can help

Make sure that your sources are credible. This might mean they:

- Are from trusted websites, experts or organisations.
- Provide facts that can be checked or verified.
- Are up-to-date with current information.
- Show the author's name and qualifications.



Work your research into the podcast script:

1) Intro

Hello! I am [name] and here with me is...
Today we are going to discuss...

2) Definition

[Conduct risks] are...

3) Fact

Did you know...?
The latest research from [resource] reports...

4) Story/interview (optional)

People have told us that...
The consequences might be...

5) Solution

So, what can we do to stay safe?
Here are some tips...

Copyright



We can't use things like songs or artwork without asking for permission or making sure it's free to use. It's always a good idea to create our own content or use things that are labelled as "free" or "public domain."

Privacy

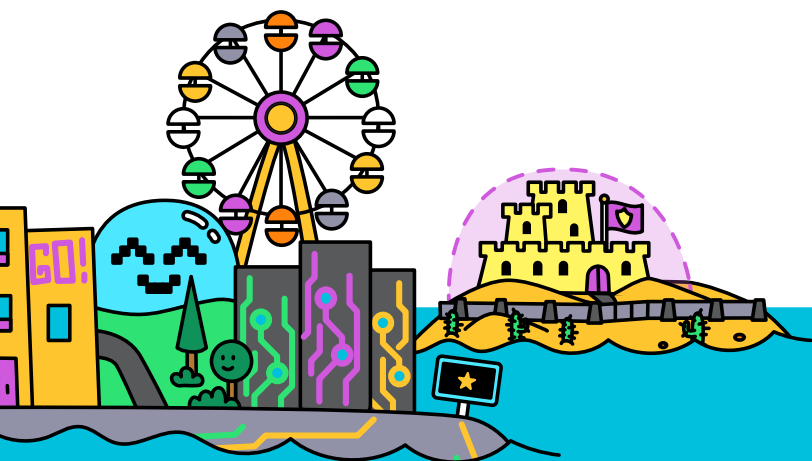


Protect your privacy by not sharing personal information. Ask guests to do the same and keep private details safe. Always get permission from a parent or guardian before sharing your podcast online.

Permission



Ask for permission before recording or sharing someone's voice. Always get your guest's permission and, if they're a child, make sure their parents say it's okay too.

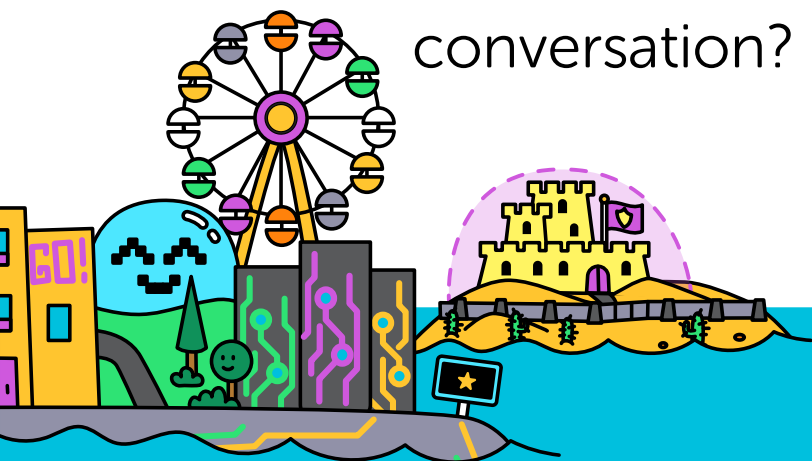


Bias “watch-outs”:

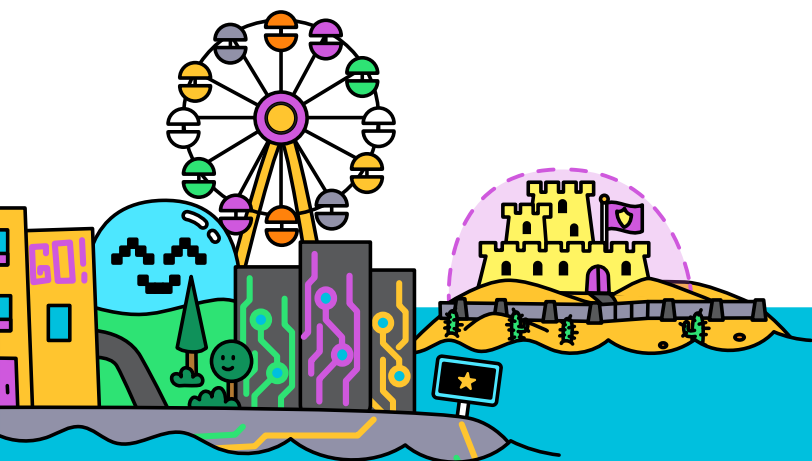
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- ☐ Are we sharing facts correctly without making things sound bigger than they really are?
- ☐ Are there any important parts of the topic we might have missed or left out?
- ☐ Do we know when we need to do more research or get more ideas to improve the conversation?

Media law

- ☐ Do not use language that offends, excludes, discriminates, or defames.
- ☐ Always credit work that you have adapted or that has inspired your ideas.
- ☐ Swap out brand names for generic terms & don't mention cost.
- ☐ Do not endorse smoking, vaping, alcohol, drugs or gambling.
- ☐ Do not promote violence or brutality.
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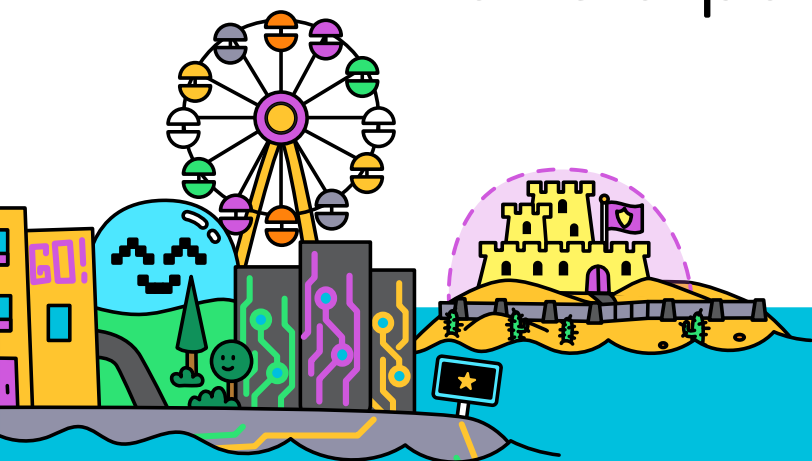


Part 3: Record the podcast



Safety

- Use your first name or a nickname.
- Don't share personal info like your address, school, or phone number.
- Always get permission from your parents and your guest's parents before recording.
- Pick fun, interesting, and safe topics—avoid personal or uncomfortable ones.
- Let your guest skip any questions that make them uncomfortable.
- Be kind and avoid saying anything hurtful.
- Have a parent or teacher review your podcast before sharing it.



Make sure you record these parts to make a full podcast episode:

Intro

Start with an
Acknowledgement of Country

Hi! You're listening to [Podcast
name] with [your name].

Coming up in this episode,
we're talking about [list your
topics].

But first, let's hear from
[presenter name] talking about
[name].

Segments

IDs! - Introduce yourselves and
your topic.

Open the conversation with a
story or ask a question to the
group.

Use dot points to structure
your segment, not a word-for-
word script.

Wrap up your segment by
thanking your listeners and
introduce the next
segment group.

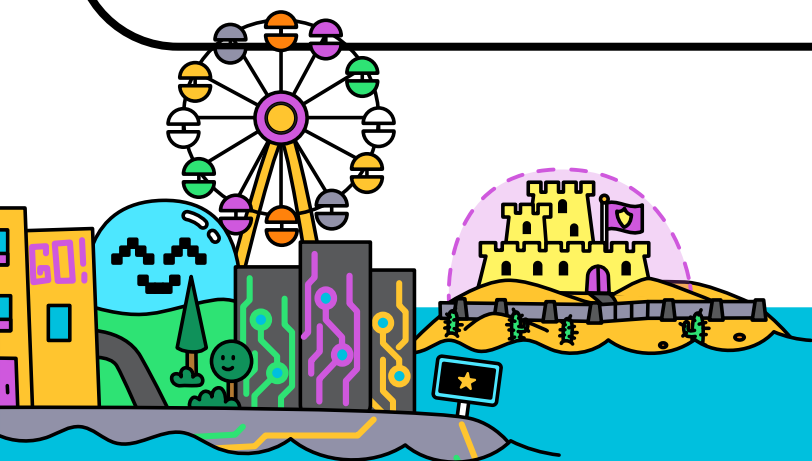
Outro

Hey! Thanks for listening to
[Podcast name] with [your
name].

You just heard [presenters'
names] talk about [topics].

Thanks for tuning in to our
show!

Goodbye!



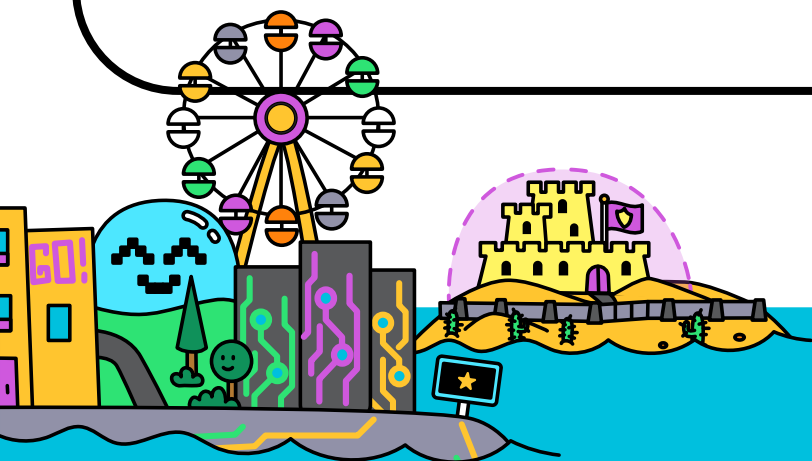
Think about these tips when recording:

Technical tips

- Leave a few seconds of silence before and after recording for editing.
- If you mess up, pause and try again—mistakes can be edited out.
- Don't stand too close to the mic—use a pop filter to reduce mouth noises.
- Record in a quiet room with soft materials to cut down on echoes.
- Save recordings in parts (e.g., "episode1_part1") to stay organised and avoid losing files.

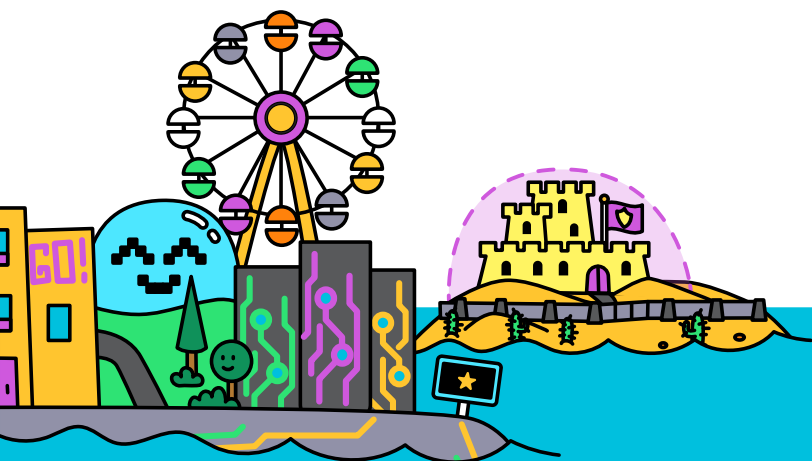
Presentation tips

- Speak at a steady pace with pauses for editing.
- Use an enthusiastic but natural tone—don't yell.
- Keep 6-12 inches from the mic to avoid pops.
- Pause to breathe or adjust instead of rushing.
- Smile while speaking to sound friendlier and more fun.

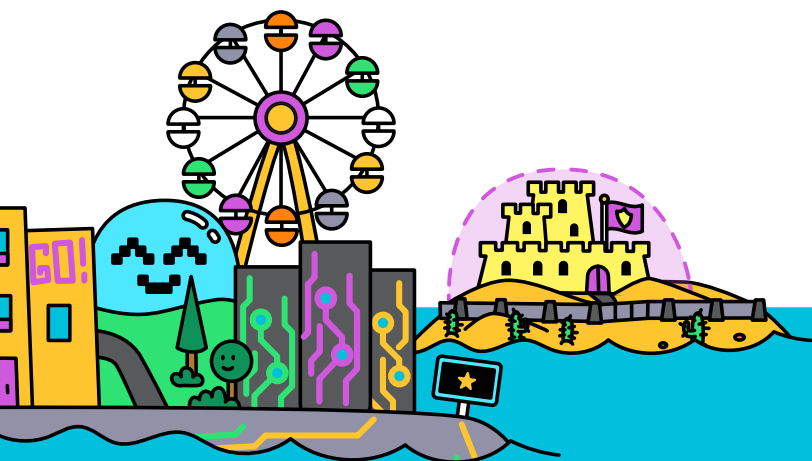


Editing tips

- Listen through your recordings to find any mistakes or long pauses. Write down the time code so you can easily find mistakes again.
- Cut out any parts where you make mistakes or if there's awkward silence.
- Use a simple editing tool, like GarageBand or Audacity, to cut and move parts around.
- If there are loud or distracting noises, you can reduce or remove them using the tool's noise settings.
- Check the volume levels to make sure everything sounds even and clear.
- Save your edited podcast in a safe place with a clear file name, like "episode1_final". Be careful not to save over your original recording files in case you want to add anything back in!

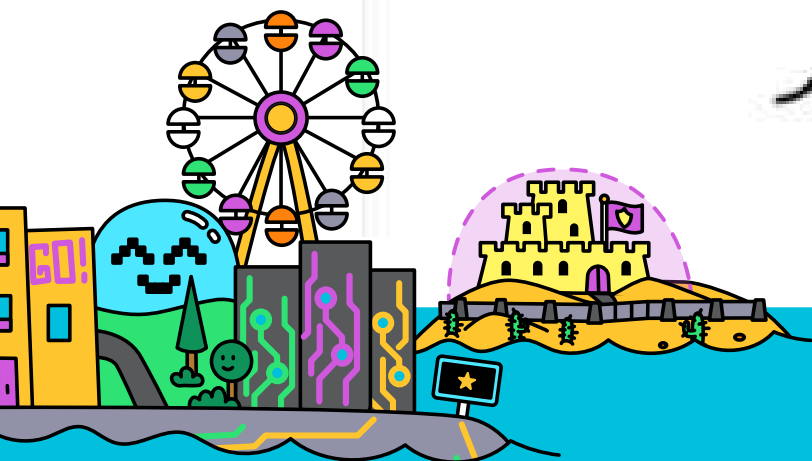


Share with your community

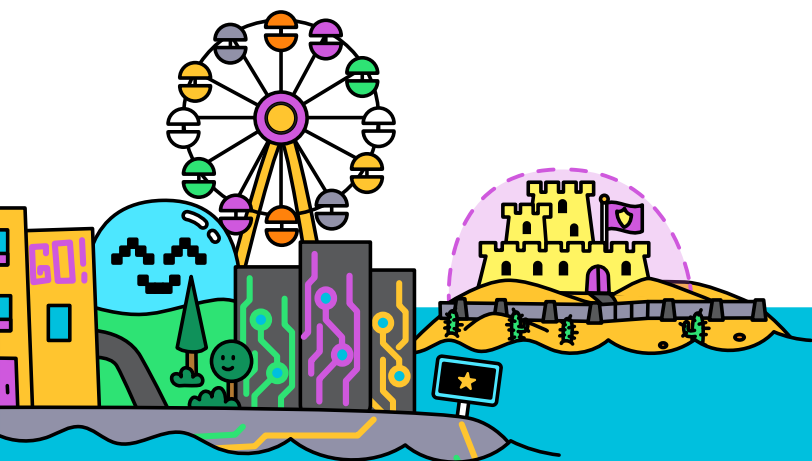


Colour in the Conduct island map.

Draw or write two situations where you might encounter harmful or inappropriate online behaviour. What strategies could you use to respond safely in these situations?



Create a fact sheet Lesson slides



Let's make a fact sheet!

What are fact sheets?

- A fact sheet provides key information on a topic.
- It uses bullet points and short paragraphs for easy reading.
- Fact sheets are quick, clear, and often include visuals.
- They inform or educate people in a simple format.

What would encourage you to read a fact sheet?

Check out some fact sheet examples here:



Parent resources

Resources to help parents and carers talk about online safety issues and strategies with their children, including downloadable books, informati

and here:

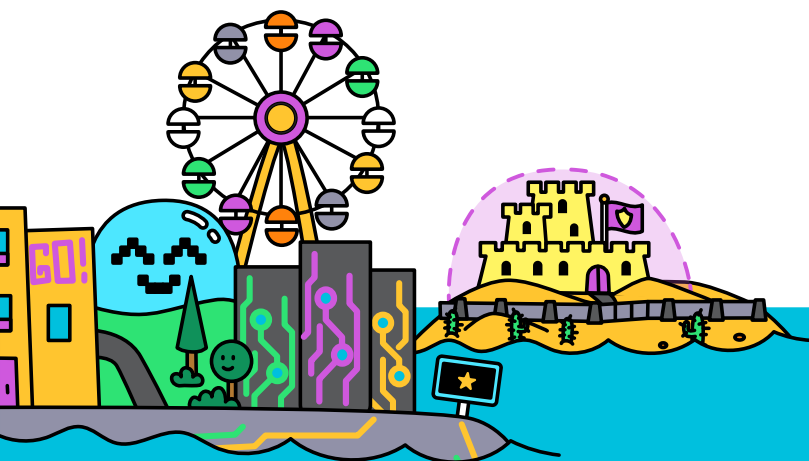


Fact Sheets, Flyers & Guides

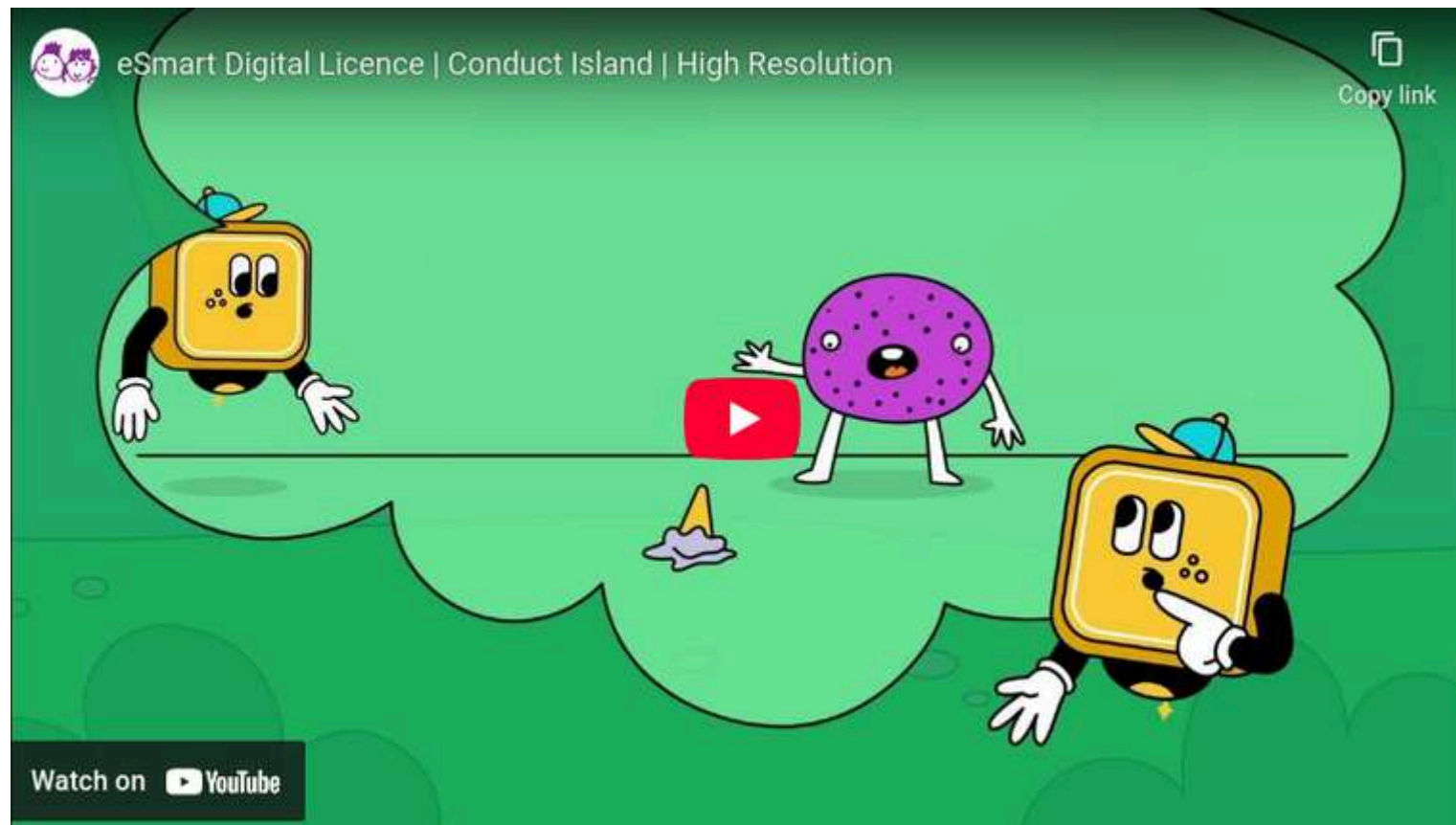
The Wildlife Preservation Society of Queensland (Wildlife Queensland) is the oldest and one of the most respected non-profit environmental groups in Queensland. We are actively involved in community...

 Wildlife Preservation Society of Queensland /

What do you like about the examples?
What features are effective?



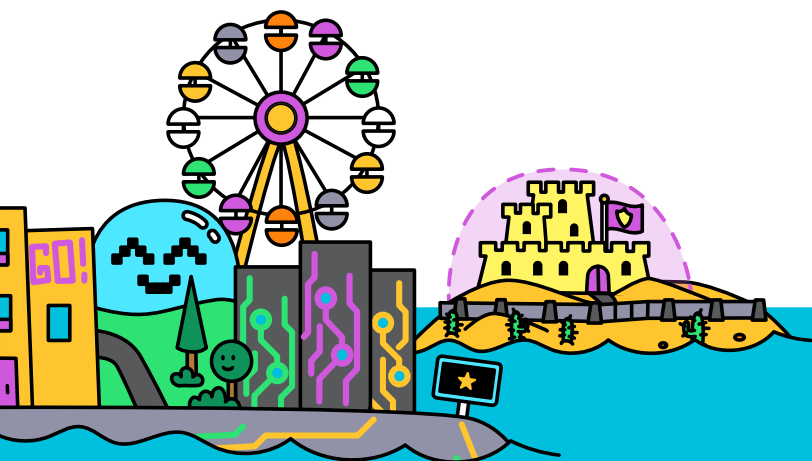
Conduct risk area



Here are some examples of Conduct risks.

Can you think of more?

- Leaving mean messages, comments or images.
- Creating fake online profiles.
- Sharing images or videos of people without asking.



What can we do?

- Make sure cyberbullying stops with you - don't forward or share any mean messages, posts or images.
- Reach out to the person being bullied to check if they are OK.
- Try not to send mean messages back.
- Speak to an adult you can trust.

Statistics: From the eSafety Commissioner

- An estimated 17% of multiplayer gamers experienced in-game bullying.
- 42% of young people turned off the game's chat function when faced with cyberbullying in-game.
- Nearly 30% of multiplayer gamers who experienced bullying reported it to game moderators.
- 1 in 5 young people who were bullied responded by bullying the person back.

Possible fact sheet roles



Researcher



Designer



Writer



Editor

Decide on your audience and tone:

Who is your audience?



People your age



Parents

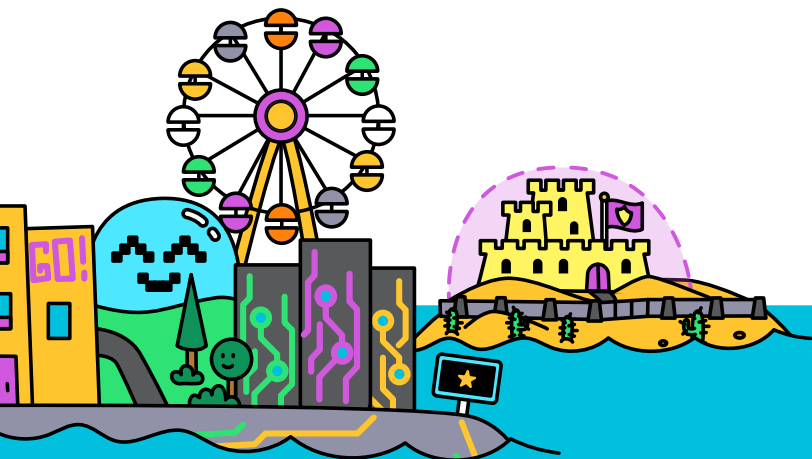


Teachers



Younger children

Will your fact sheet be serious, funny, professional, or casual? Why?



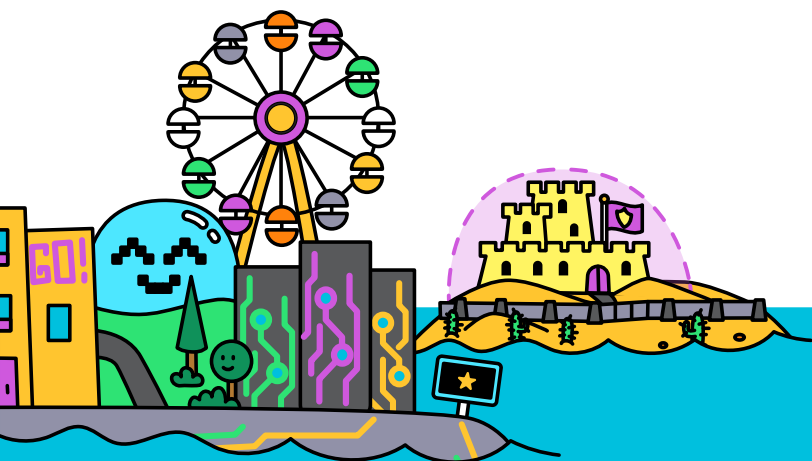
What topic(s) would you like to focus on?

- Choose a clear theme or topic.
- Start with a short introduction that explains the topic.
- Break the main topic into at least 3 segments, each focusing on a key point.
- Use simple facts, examples, or statistics in each segment.
- End with a conclusion that sums up the most important points.

Podcast name:

eSmart
alannah & madeline
foundation

| | Presenters | Topic |
|--------------|------------|-------|
| Introduction | | |
| Segment 1 | | |
| Segment 2 | | |
| Segment 3 | | |
| Segment 4 | | |
| Segment 5 | | |
| Outro | | |



Group name:

| | Creative team | Topic |
|--------------|---------------|-------|
| Introduction | | |
| Segment 1 | | |
| Segment 2 | | |
| Segment 3 | | |
| Segment 4 | | |
| Segment 5 | | |
| Conclusion | | |



Research your topics

Look for:

- Facts and statistics
- People's experiences
- Organisations that can help

Make sure that your sources are credible. This might mean they:

- Are from trusted websites, experts or organisations.
- Provide facts that can be checked or verified.
- Are up-to-date with current information.
- Show the author's name and qualifications.



Write up your research:

Opening sentence

- In this section, we will explore...

Definition

- [Topic] means...

Fact

- Did you know that...?
- According to [source],...

Story/Example (optional)

- For example, [person/group] shared that...
- People often say that...
- A recent story from [source] explains...

Solution/Action

- To make sure we are safe, we can...
- The best way to deal with this is...

Conclusion

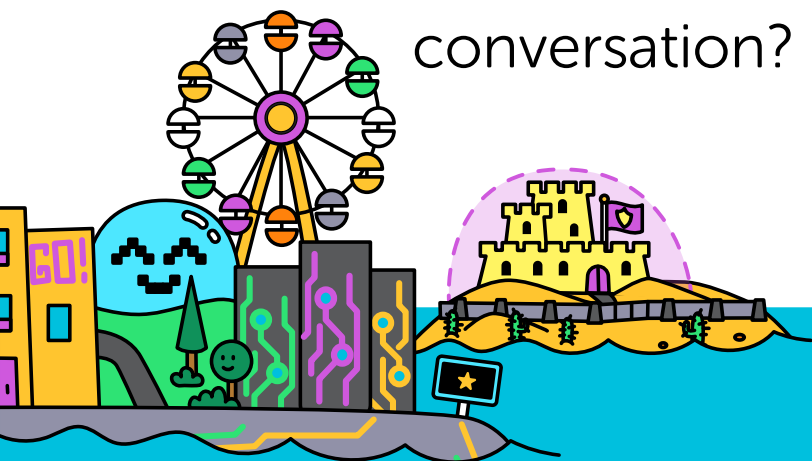
- We've learned that...
- It's important to remember...

Bias “watch-outs”:

- ☐ Have we used sources we can trust for our information?
- ☐ Are we including voices from different backgrounds, experiences, and opinions?
- ☐ Is our language kind and respectful, without using words that are too emotional or unfair?
- ☐ Are we sharing facts correctly without making things sound bigger than they really are?
- ☐ Are there any important parts of the topic we might have missed or left out?
- ☐ Do we know when we need to do more research or get more ideas to improve the conversation?

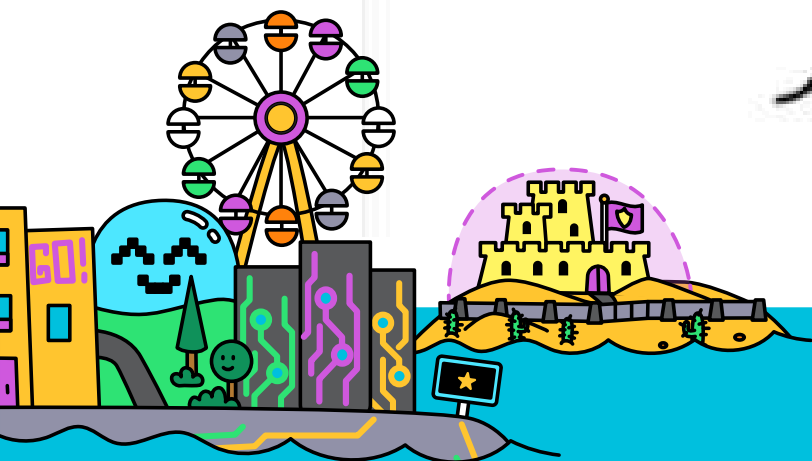
Media law

- ☐ Do not use language that offends, excludes, discriminates, or defames.
- ☐ Always credit work that you have adapted or that has inspired your ideas.
- ☐ Swap out brand names for generic terms & don't mention cost.
- ☐ Do not endorse smoking, vaping, alcohol, drugs or gambling.
- ☐ Do not promote violence or brutality.
- ☐ Do not spread any false information - use subjective language.



Colour in the Conduct island map.

Draw or write two situations where you might encounter harmful or inappropriate online behaviour. What strategies could you use to respond safely in these situations?



Australian Curriculum (Version 9.0)



Years 5 & 6: Health and Physical Education

AC9HP6P08: Analyse and rehearse protective behaviours and help-seeking strategies that can be used in a range of online and offline situations.

AC9HP6P10: Analyse how behaviours influence the health, safety, relationships and wellbeing of individuals and communities.

AC9HP6M06: Propose and explain strategies to increase physical activity and reduce sedentary behaviour levels in their lives.

Years 5 & 6: Media Arts

AC9AMA6D01: Develop media production skills to communicate ideas, perspectives and/or meaning through manipulation of media languages, including images, sounds, texts and/or interactive elements, and media technologies

AC9AMA6C01: Use media languages, media technologies and production processes to construct media arts works that communicate ideas, perspectives and/or meaning for specific audiences

Year 5: English

AC9E5LA02: Understand how to move beyond making bare assertions by taking account of differing ideas or opinions and authoritative sources.

AC9E5LY02: Use appropriate interaction skills including paraphrasing and questioning to clarify meaning, make connections to own experience, and present and justify an opinion or idea.

AC9E5LY05: Use comprehension strategies such as visualising, predicting, connecting, summarising, monitoring and questioning to build literal and inferred meaning to evaluate information and ideas.

Year 6: English

AC9E6LY02: Use interaction skills and awareness of formality when paraphrasing, questioning, clarifying and interrogating ideas, developing and supporting arguments, and sharing and evaluating information, experiences and opinions.

AC9E6LY05: Use comprehension strategies such as visualising, predicting, connecting, summarising, monitoring and questioning to build literal and inferred meaning, and to connect and compare content from a variety of sources.

Australian Curriculum (Version 9.0)



Years 5 & 6: Health and Physical Education

AC9HP6P08: Analyse and rehearse protective behaviours and help-seeking strategies that can be used in a range of online and offline situations.

AC9HP6P10: Analyse how behaviours influence the health, safety, relationships and wellbeing of individuals and communities.

AC9HP6M06: Propose and explain strategies to increase physical activity and reduce sedentary behaviour levels in their lives.

Years 5 & 6: Digital Technologies

AC9TDI6P07: Select and use appropriate digital tools effectively to create, locate and communicate content, applying common conventions.

AC9TDI6P08: Select and use appropriate digital tools effectively to share content online, plan tasks and collaborate on projects, demonstrating agreed behaviours.

Year 5: English

AC9E5LA02: Understand how to move beyond making bare assertions by taking account of differing ideas or opinions and authoritative sources.

AC9E5LY05: Use comprehension strategies such as visualising, predicting, connecting, summarising, monitoring and questioning to build literal and inferred meaning to evaluate information and ideas.

Year 6: English

AC9E6LA02: Understand the uses of objective and subjective language, and identify bias.

AC9E6LA07: Identify and explain how images, figures, tables, diagrams, maps and graphs contribute to meaning.

AC9E6LY03: Analyse how text structures and language features work together to meet the purpose of a text, and engage and influence audiences.

AC9E6LY05: Use comprehension strategies such as visualising, predicting, connecting, summarising, monitoring and questioning to build literal and inferred meaning, and to connect and compare content from a variety of sources.

My Time, Our Place

Outcome 1: Children have a strong sense of identity.

Children develop confidence in their ability to interact positively with others in online spaces by understanding the values that underpin respectful and collaborative teamwork. This is evident when children:

- Reflect on how their behaviour in online spaces demonstrates their personal values and principles.

Outcome 2: Children are connected with and contribute to their world.

Children explore how positive online behaviour contributes to building respectful and cooperative digital communities. This is evident when children:

- Recognise the importance of rules and codes of conduct in creating safe and supportive digital spaces.

Outcome 5: Children are effective communicators.

Children use their knowledge of teamwork values and digital etiquette to communicate effectively and build positive relationships in online environments. This is evident when children:

- Use appropriate language and strategies to resolve conflicts and support others in online spaces.

CASEL Framework

Self-Awareness

The lesson helps learners reflect on their own values and how they influence behavior in online spaces.

This is evident when learners:

- Identify their personal strengths and values, such as respect, kindness, and fairness.
- Reflect on how their behaviour in digital spaces demonstrates these values.
- Recognise how their contributions to teamwork affect the overall dynamic of online interactions.

Bournemouth University

Theory of Change

Capabilities

This is where we use our media literacy more actively for particular purposes in our lives, rather than as passive consumers of information and content. Media literacy capabilities range from access changes, the application of more critical or mindful decision making when receiving information, the use of fact-checking of information or sources, more informed attitudes to sharing content and information, or getting directly involved in the media ecosystem as creators of media content.

National Association of Media Literacy Education (NAMLE)

Core Principle 1

- 1.1: MLE encourages learners to ask critical questions about the media they engage with.
- 1.2: MLE intersects with other literacies, such as social and emotional literacy.

Core Principle 2

- 2.1: MLE encompasses digital, social, and interactive media.
- 2.3: MLE integrates emotional and physiological responses to media.

Core Principle 3.

- 3.1: MLE equips learners with transferable skills for analysing and creating positive online interactions.

Core Principle 4

- 4.1: MLE helps learners understand the social norms and values promoted through media.
- 4.3: MLE examines the role of media in shaping behaviour and expectations.

Core Principle 6

- 6.1: MLE promotes responsible and ethical behaviour in online interactions.
- 6.3: MLE encourages collaborative problem-solving and dialogue.