

Online Etiquette and Safety



Below are important guidelines for you and your e-Buddy to follow when you are communicating with one another. Taking these steps will help to ensure that you both are enjoying your e-Buddies experience and that you continue to remain safe.

In addition, please take a moment to watch [How to be a Great Virtual Friend](#) for some helpful tips on how to be a friend in a virtual space.

Be Respectful

- Treat your e-Buddy the same way that you would want to be treated-with kindness and respect
- Do not use offensive language
- Be responsive
 - Your e-Buddy has taken the time to communicate with you. Make sure that you respond in a timely manner and do not limit your response to just a couple of words.
- Respect your e-Buddy's time
 - Understand that your e-Buddy might not be able to communicate with you every day or continuously throughout the day. Do not send them multiple messages in one day if they do not respond. Take a breath and be patient.

Set Boundaries

- You do NOT need to answer a question that makes you feel uncomfortable.
 - Tell your e-Buddy if you are uncomfortable with that topic and suggest a new topic to chat about
- Make sure your e-Buddy is aware that you can only communicate during certain times of the day

Be Safe

- Only share your personal information, like phone number & social media profiles, once you are both ready.
 - You are NOT obligated to share this information.
 - It is up to you and your e-Buddy to decide how much to share
- If you ever feel that the conversation or atmosphere is inappropriate or uncomfortable in any way, leave the situation immediately
 - Discuss with your parent/guardian and contact ebuddies@bestbuddies.org
- Make smart decisions about internet safety!
 - Parents/Guardians should review the fundamental rules of online safety with their e-Buddies participant
- Be Online-Aware
 - Don't open an email from someone you don't know
 - Don't respond to hurtful, insulting or bullying messages
- Reach out to ebuddies@bestbuddies.org if you are uncomfortable with anything regarding your e-Buddies friendship or if you have any questions/concerns.