

# Internet Etiquette

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Several informal “rules of the road” are being created as more and more people communicate with one another on the Internet. The rules are called “netiquette.” Netiquette covers the dos and don’ts of online communication. It includes the guidelines everyone should follow to be courteous to others. By using the rules, you will help yourself look good and avoid wasting other people’s time and energy.

What kind of Internet user are you? Are you the same kind of person on the Internet as you are when you meet face-to-face with a friend? Do you have respect for other people’s time? Do you respect their privacy? Do you abuse the power the Internet gives you?

## Chat Rooms

Always become familiar with a chat room before you take part in a discussion. You need to do this to learn the basic rules and the kinds of topics discussed in the chat room. If you cannot discuss the chat room topics openly with your friends or parents, you should stay out of the chat room.

## E-Mail Etiquette

When writing an e-mail, do not use all caps. Use all caps only to draw the reader’s attention to one or several words. Those who use proper netiquette interpret an e-mail that is keyed in ALL CAPS as “shouting.” E-mail spamming is another practice you want to avoid because it wastes other people’s time.

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