

ALTW 146: RESPONSIBLE CITIZENSHIP IN A DIGITAL WORLD

Foothill College Course Outline of Record

Heading	Value
Effective Term:	Fall 2026
Units:	2
Hours:	2 lecture per week (24 total per quarter)
Advisory:	Not open to students with credit in ALTW 232.
Degree & Credit Status:	Degree-Applicable Credit Course
Foothill GE:	Non-GE
Transferable:	None
Grade Type:	Letter Grade Only
Repeatability:	Not Repeatable
Formerly:	ALTW 232

Student Learning Outcomes

- Student will be able to better understand how to safely interact with others online and identify potentially unsafe interactions
- Students will be able to better understand proper etiquette for interacting with others online
- Students will be able to demonstrate appropriate etiquette for interacting with others online and on social media when in the workplace

Description

This course explores the principles of digital citizenship and the importance of maintaining a positive reputation in today's interconnected world. Students will learn strategies for engaging responsibly and ethically in online spaces, fostering trust and credibility across digital platforms and in "real life". Emphasis is placed on understanding the impact of online behavior on personal and professional relationships, developing effective communication skills, and cultivating a digital presence that aligns with individual values and goals. The course prepares students to navigate the challenges of digital interaction while building a reputation grounded in responsibility and respect. This course is part of the Tools for Transition & Work cohort-based program for neurodivergent learners pursuing independent success in college, career, and adult life.

Course Objectives

The student will be able to:

1. Demonstrate responsible and ethical behavior in digital interactions.
2. Analyze the impact of online actions on personal and professional reputation.
3. Create and manage a positive digital presence that reflects individual values.
4. Practice digital communication skills that foster trust and credibility.
5. Identify strategies to address and prevent unsafe or harmful online interactions.

6. Reflect on the principles of digital citizenship and their application to daily life.

Course Content

1. Demonstrate responsible and ethical behavior
 - a. Defining digital citizenship
 - i. Understanding rights and responsibilities in online spaces
 - ii. Exploring ethical guidelines for digital interactions
 - b. Practicing respect
 - i. Communicating with empathy and professionalism
 - ii. Avoiding harmful behaviors, such as trolling or cyberbullying
2. Analyze the impact of online actions
 - a. Understanding reputation
 - i. The long-term effects of online behavior on relationships and opportunities
 - ii. Case studies of reputation successes and failures
 - b. Evaluating digital footprints
 - i. Searching for and assessing one's online presence
 - ii. Understanding privacy settings and managing public visibility
3. Create and manage a positive digital presence
 - a. Crafting a digital persona
 - i. Identifying personal values and goals
 - ii. Aligning online content with desired reputation
 - b. Reputation maintenance
 - i. Regularly reviewing and updating digital profiles
 - ii. Addressing negative or outdated content
4. Practice digital communication skills
 - a. Writing for different audiences
 - i. Tailoring messages for professional, personal, and public platforms
 - ii. Practicing clear, concise, and respectful communication
 - b. Networking online
 - i. Building professional connections through platforms like LinkedIn
 - ii. Engaging in meaningful interactions that build trust
5. Identify strategies to address unsafe interactions
 - a. Recognizing risks
 - i. Identifying signs of phishing, scams, and cyber threats
 - ii. Understanding the psychological impacts of unsafe interactions
 - b. Proactive safety measures
 - i. Reporting, blocking, and disengaging from harmful behavior
 - ii. Building digital resilience to navigate challenges
6. Reflect on the principles of digital citizenship
 - a. Aligning values with behavior
 - i. Bridging personal ethics and digital actions
 - ii. Maintaining consistency between online and offline reputation
 - b. Contributing positively
 - i. Engaging in constructive dialogues and fostering supportive communities
 - ii. Advocating for responsible digital practices among peers

Lab Content

Not applicable.

Special Facilities and/or Equipment

1. Accessible classroom
2. Internet access
3. When this course is taught online, a device capable of sending and receiving real-time video and audio will be necessary

Method(s) of Evaluation

Methods of Evaluation may include but are not limited to the following:

Examinations/tests/quizzes
Assignments and projects
Oral presentations

Method(s) of Instruction

Methods of Instruction may include but are not limited to the following:

Lecture
Discussion
Cooperative learning exercises
Demonstrations
Guest speakers

Representative Text(s) and Other Materials

No materials are required for this course.

Types and/or Examples of Required Reading, Writing, and Outside of Class Assignments

1. Writing assignments, for example:
 - a. Reflections on digital citizenship articles and examples
2. PowerPoint presentations
3. Completing social media profiles and sample posts

Discipline(s)

Developmental Disabilities: Disabled Students Programs and Services