

Information Literacy I

Information Ethics Course



TOKYO METROPOLITAN UNIVERSITY

東京都立大学

University Education Center, Information Education

Library and Academic Information Center, Information Media

Course Outline

1. Characteristics of the information society
2. To address issues on the Internet
3. Information environment of Minami-Osawa Campus
4. Using manners of information processing classrooms
5. Using regulations of the education and research information system



Characteristics of the information society

Advantages

- Transmission of huge volumes of information at high speeds
- Enlargement through information networks
 - Globalization
 - Use in various industries
- Informatization of education
 - Online learning development

Disadvantages

- Digital Divide
- Abuse of anonymity and diffusion
 - Spoofing
 - Slander to others
- Credibility and unguaranteed nature of the information
 - A mixture of false information and hoaxes



To address issues on the Internet

Five points to keep in mind



Information security (anti-virus and password management)



Information Morality, Rules, and Manners



Social Media (SNS, blogs, FAQ sites)



Copyright and portrait right infringement



Internet crime (information leakage, Internet fraud)



To address issues on the Internet



Information security (anti-virus and password management)

- Malicious programs (including **computer viruses**) created to cause harm to users are collectively referred to as **malware**.
- Infection spreads via email, USB memory sticks, document files, file-sharing software, the Web (running programs and video files, browsing Web pages), software installation, and over networks.



To address issues on the Internet



Information security (anti-virus and password management)

- Install security software and scan devices regularly.
 - E-set, Norton, Virus Buster, Kaspersky, and Windows Defender (standard on Windows 10 and later), etc.
- Update software such as the OS (apply for a correction program).
- Make passwords hard to guess, do not use them repeatedly, and manage them appropriately.



To address issues on the Internet

Information Morality, Rules, and Manners

- Observe morals and ethics (**information morality**) regarding the exchange of information.
 - Do not infringe copyrights and do not readily access harmful information.
 - Do not invade privacy, be careful with personal information.
- Remember the **rules and etiquette** when using the Internet.
 - Do not use discriminatory or slanderous terms or threatening or emotional expressions.
 - When sending emails, be careful about the size of attachments and the subject line.



To address issues on the Internet

Information Morality, Rules, and Manners

Examples of problems caused by posts on Internet bulletin boards



After jokingly posting bad words about a college friend on an Internet bulletin board, others who saw the posts posted one nasty comment after another.

⇒ My friend was so shocked that he decided to take a leave of absence from the University.



Source: kibaco courseware (Illustration by Akahoshi Poteko)



To address issues on the Internet



Information Morality, Rules, and Manners

- Be careful not to get involved in problems with online personal attacks (defamation, harassment) and unsolicited emails (targeted attack email, advertisement email, virus email, etc.).
- You must take responsibility for your actions and use the information correctly and safely.



To address issues on the Internet

Information Morality, Rules, and Manners

Examples of targeted attack emails

From: XXX Bank <xxx-bank@example.com>

Subject: Important Notice from XXX Bank (updated April 1, 20XX)

Hello!

Safety updates have been made to the XXX Bank system.

To ensure that your account is not frozen, please activate your account immediately.

Retrieved from " <https://www.powr.io/plugins/form-builder/viewz?id=3275403&mode=page>



***Some of the actual emails received have been modified.**

Don't click easily.

Do not enter personal information when directed to another website.



To address issues on the Internet



Social media (SNS, blogs, FAQ sites)

- A place on the Internet where users share information, including SNS, blogs, FAQ sites, etc.
- Information transmitted by users can be viewed and responded to by an unspecified number of people or a specified few people worldwide.



To address issues on the Internet



Social media (SNS, blogs, FAQ sites)

- Be careful not to leak personal or confidential information.
 - Location may be determined from the photo's location and subject.
 - Followers can also spread posts on locked accounts on social networking sites.
 - Understand that information remains as history and cannot be quickly deleted.
- When you feel social networking dependence or social networking fatigue, rethink your use of social networking services.
 - Buzz" and "flames" can affect our daily lives.



To address issues on the Internet



Copyright and portrait right infringement

- Copyright is the right of the owner of **a work** (novel, music, painting, film, architecture, program, etc.) to protect their interests.
- Copyrighted works must be used under **the license** but may not require the author's consent under stipulated conditions.
 - Exceptional use: Reproduction for private use, reproduction in libraries, quotation, reproduction in schools or other educational institutions, etc.



To address issues on the Internet



Copyright and portrait right infringement

Typical examples of copyright infringement

- Transcribing text or figures from a website into a report without permission (No quoted portions are indicated, and the source is not listed).
- Sharing materials provided by a faculty member on LINE without their permission.
- Saving images posted by celebrities and posting them on Instagram without permission.
- Download illegally uploaded images, music, and videos.



To address issues on the Internet



Copyright and portrait right infringement

- The right of the portrait is to be protected from having your photograph or video taken and published without your permission.
- There are two aspects: **the right to privacy** following the personal right and **the right to publicity** following the property right.
 - Portraits of celebrities (entertainers, artists, etc.) are considered property. Photographing, using, or publishing them without permission constitutes an infringement of the right to publicity.



To address issues on the Internet

Copyright and portrait right infringement

Typical Examples of Infringement of the Right of Portrait

- Record TV and DVD footage of celebrities and publish it on YouTube.
- Posting videos of your friends on Tik Tok without their permission.
- Take screenshots of participants in online classes and post them on Twitter.



To address issues on the Internet

 Internet crime (information leakage, online fraud)

Measures to prevent information leaks

- Be aware of email miscommunication, virus infection, social media disclosure, and online storage use.
 - Online storage is data storage on the Internet.
 - Set appropriate access permissions (read-only, add-only, editable, etc.) for shared folders such as OneDrive, Google Drive, Dropbox, etc.



To address issues on the Internet

Internet crime (information leakage, online fraud)

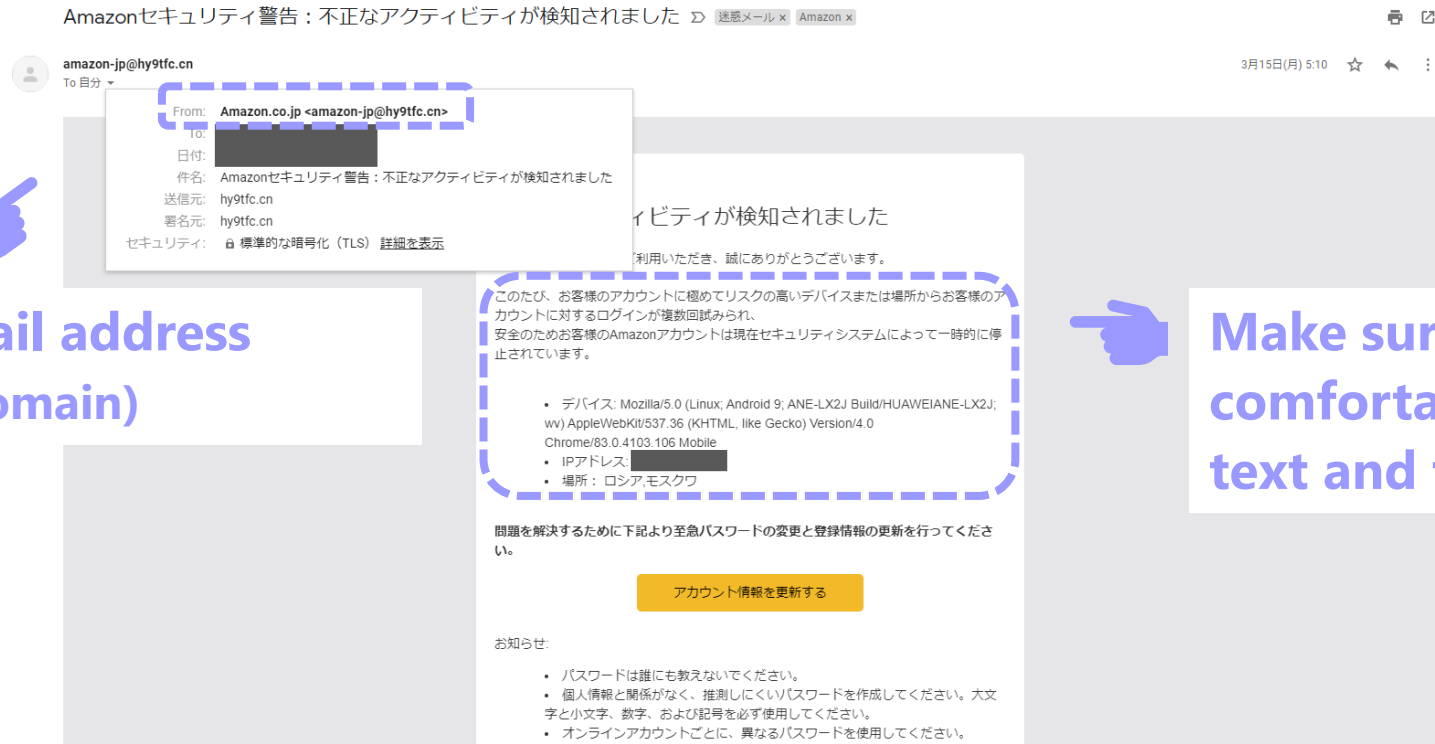
Name	Examples of diversified tactics
Phishing	Fake emails are sent to the user pretending to be an honest company or financial institution, leading them to a fake website where they are asked to enter their personal information.
One-click fraud	They are misleading you into believing that you have registered as a member of a pay site and charging you unreasonable amounts of money.
Spoofing	A third party commits a criminal act by illegally logging into your account / Hijacking your account on an SNS and posting without your permission.



To address issues on the Internet

! Internet crime (information leakage, Internet fraud)

Examples of fake phishing scam emails



Check your email address
(especially the domain)

Make sure you are
comfortable with the
text and format.



To address issues on the Internet

! Internet crime (information leakage, Internet fraud)

Examples of problems caused by registering as a member on a malicious site



Access a website with online game tricks and strategies, register your ID and password, and perform free downloads.

⇒ Personal information was stolen, and a hefty bill was received.



Source: kibaco courseware (Illustration by Akahoshi Poteko)



Information Environment of Minami-Osawa Campus

- Network system provides a shared information environment everywhere.
 - Bldg. No.1, 320, 330, 340, 350
 - Bldg. No.1, Rooms 305 and 306 (TALL classrooms)
 - Computer Center, 113 classrooms, 115 classrooms
- Check **TMUNER** for the latest information on opening hours.
- If you need help, consult a **tutor (open standing consultant)**.



Information Environment of Minami-Osawa Campus

Laptop for loan 

lending office

Available Area

Bldg. No.1, Room 306
(TALL classroom)

Bldg. No.1, Room 305, Room 306

Audio Visual Facilities

On campus (may be taken out)

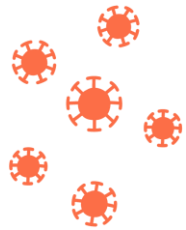
Central Library

in the library



Using manners of information processing classrooms

- When entering the room (including re-entry), clearly show your student ID card photo.
- Follow faculty member and tutor instructions when indoors.
- Always sign out at the end of use.



We request your cooperation in disinfection and ventilation to prevent new coronavirus infections.



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Using manners of information processing classrooms

Prohibitions

1. Bring umbrellas and rain gear
 - If it doesn't fit in your bag, use the umbrella stand in the hallway.
2. Eating and drinking indoors
 - Food and drink (including beverages, candy, and gum) should be placed in a bag.
 - Step out into the hallway when eating or drinking (including hydration).



Using manners of information processing classrooms

Prohibitions

3. Use of games and other items unrelated to learning and research.
4. Disturbing behavior, such as talking on a smartphone or shouting.
5. Bringing in paper, printing large quantities, and occupancy of multiple terminals (including seats)
6. Operation of indoor equipment (including air conditioning) other than terminals.



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Information System Usage Regulations for Education and Research

Suspension of Use

Article 10.

When a user violates these rules or other regulations based on these rules or otherwise causes serious hindrance to the operation of the education and research system, the administrator may suspend the use of the education and research system for a certain period.

Source: Information System Usage Regulations for Education and Research

