

# NETIQUETTE ROLE-PLAY SCENARIOS

## Minding Your Manners: Online Etiquette Course

Print this worksheet or use the fillable fields. Complete the scenarios after the Minding your Manners Course.



For each scenario, write down how you would respond using proper Netiquette or discuss your answers with your Digital Literacy Coach.

### SCENARIO 1

At work, a co-worker got fired and you saw it all happen. As soon as you get home, your first impulse is to get on Facebook to tell the story and spread the news. Most of your co-workers are friends on Facebook so you know they will see it.

What is the best way to respond to this situation using proper netiquette?  
(Hint: Remember the Golden Rule & Respect Others Peoples' Privacy)

### SCENARIO 2

One of your service providers emails you to ask if you can meet on a specific date next month. You know you will be on vacation during that time - you are so excited about it! When you respond, go into detail on all the things you have planned for each day of vacation. After several paragraphs of information, you say that you'll have to schedule for another time.

What is the best way to respond to this email using proper netiquette?  
(Hint: Remember the Don't Waste People's Time Rule)

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### SCENARIO 3

You are scrolling through your social media feed and you come across a post on politics that you have a strong opinion about. It looks like things are already getting heated in the comments section - people are calling each other names and generally being disrespectful. You would really like to offer your ideas and opinions on the topic.

What is the best way to respond to this post using proper netiquette?  
(Hint: Remember Don't Fuel a Flame War)

### SCENARIO 4

You scheduled a Telehealth appointment with your healthcare professional. They are running very late and emailed you to let you know. You are very upset because you are waiting on Zoom and it's getting later and later. You decide when they finally log on you are going to yell at them and tell them how late they are and that you have other things to do.

What is the best way to respond to this email using proper etiquette?  
(Hint: Remember the Be Forgiving of Mistakes Rule)