

Social Media?

According to Merriam-Webster, Social Media are

: forms of electronic communication (such as websites for social networking and microblogging) through which users create online communities to share information, ideas, personal messages, and other content (such as pictures and videos)

But what does this actually mean?

Social media are websites or apps (or both) that allow you to share things with other people. On some sites you can post anonymously and you have as many accounts as you want (Twitter, Tumblr). Other sites limit you to a single personal account and you may have to prove your identity (Facebook, LinkedIn). Some types of social media are for sharing things with one or a few friends (WhatsApp) while others are for broadcasting to the world (Reddit, Pinterest)

Social Media by Type

Primarily a website	YouTube, Facebook, LinkedIn, Reddit, Pinterest, Tumblr
Primarily a phone app	WhatsApp, Snapchat, Instagram, Signal, Telegram
Primarily text	Twitter
Primarily photos	Instagram, Snapchat, Pinterest
Primarily one-on-one	WhatsApp, Snapchat, Signal, Telegram
Primarily public	Reddit, YouTube, Tumblr, Pinterest, Tik-Tok
Real names / numbers	Facebook, LinkedIn, WhatsApp, Signal
Anonymous	Reddit, Twitter, Tumblr, Pinterest, YouTube, Instagram, Tik-Tok
Family & friends	Facebook, WhatsApp, Snapchat, Skype, Signal, Telegram
Strangers	Twitter, Reddit, YouTube, Tumblr, Tik-Tok

What Social Media Apps Should I Use?

The answer to this is “what do you want to do?”

Do you want to keep up with friends and family? Learn about new books being published? Keep on top of political events? Find and organize future projects?

How you want to use social media is the main determinant of what social media you’ll want to try. It’s totally normal to try an app only to find it doesn’t work for you and drop it. Or to use it, forget about it for months, and then suddenly have a need for it (That’s me with Pinterst).

The following grid might be useful in helping you determine what platforms you might find most useful.

Social Media Uses

	Keep in Touch	Make Friends	Research / Learn	News	Entertainment	Argue	Network	Share Images	Share Ideas	Inspiration	Organize
Facebook											
Flickr											
Goodreads											
Instagram											
LinkedIn											
Pinterest											
Ravelry											
Reddit											
Signal											
Snapchat											
TikTok											
Tumblr											
Twitter											
Untappd											
WhatsApp											
YouTube											

Social Media Conglomerations

It important to know what companies are tied together, so you are aware of where data might regularly be shared.

For the past decade, big tech companies have been attempting to snatch up social media platforms, either in an attempt to make money or to consolidate their user data and databases (and make money). Pay attention to who owns who, because that is where user data is most likely to be shared.

Owner	Subsidiary
Amazon	Goodreads, Audible
Facebook	<u>Instagram</u> , WhatsApp, Oculus VR
Google	BlogSpot, YouTube, Waze, Nest, Android
Independent	Pinterest, Snapchat, Twitter
Microsoft	LinkedIn, Skype, Minecraft

Pay attention not just to what companies are connected, but also to how companies make their money. Goodreads makes money through advertising links and ads paid by authors, which is reasonable. Facebook makes much of its money by selling your user data, which is (IMO) less reasonable.

Follow the money.
-- William Goldman,
All the President's Men

Information Security and Social Media

With any social media platform, your information security should always be a top consideration. Keep in mind that your email address is a unique identifier, so all sites for which you use the same email address have the *ability* collaborate and tie together your data. This is not to say they do this, just that they have that capability.

Cookies and other browsing data can sometimes be shared between sites, and such data can reveal far more information than you might expect. For example, Target can predict whether a woman is pregnant based upon her purchase of unscented lotion, vitamins, and cotton balls. You are giving away far more information than you think when you browse the web, and when that data can be tied to a social media account, the company has *even more* data.

Ways to protect your privacy:

- Use multiple email addresses
- Check your settings on your social media accounts
- Limit use of social media apps on your phone (use a web browser if possible)
- Use multiple web browsers
- Use privacy add-ons for your web browsers

Some Major Social Media Sites

Facebook



Facebook is a social media and networking website open to anyone over the age of 13. Facebook does not allow individuals to have more than one personal account, and if requested, you must prove your identity.

My rule for Facebook is to be kind. You can almost never go wrong with being kind.

Facebook owns Instagram and WhatsApp. Facebook makes its money through targeted advertising and *selling your data*.

Flickr



Flickr is a photo hosting and sharing service. The strength of Flickr is that you can place a Creative Commons license on all your pictures to keep companies from using them without notice or compensation. This keeps someone from stealing your picture and/or making money off of it. Flickr allows you to maintain all rights to your images. Other social media services may maintain the right to use the pictures you have posted.

You can use Flickr in two ways—you can post your pictures to Flickr for others to see, and/or you can follow groups or individuals to see what they have posted. Two of the groups I follow (and occasionally add to) are “Graves, Tombs And Cemeteries” and “Rural Decay”.

Flickr is owned by SmugMug. Flickr has a free service and a subscription service and makes its money primarily through ads, its subscription service, and through links to photo printing services.

Instagram



Instagram

Instagram is a photo and video sharing social media platform. Originally only for iOS, it expanded to other cell platforms and a website. If you are a photographer, be aware of what rights Instagram gets to those images as well as the application of Fair Use law.

To use Instagram, you follow people who post interesting to you pictures, which then appear in your feed. You can post your own pictures from the Instagram app. Some of the people I follow are upsdogs and atlasobscura and humansofny.

Instagram is owned by Facebook and makes all of its money through advertisements.

LinkedIn



LinkedIn is a business and employment-oriented social media platform primarily used for professional networking (including job posting and job hunting).

LinkedIn does not allow anonymous accounts, and wants information such as education and work history (as would be useful for job hunting and networking). You may get LinkedIn requests from former students, employees, or co-workers. LinkedIn is where to go if you are still working and need to network for business, or if you are looking to work with or hire someone, because it allows you to learn more about the person—especially if you know people in common. On LinkedIn you can hide a specific post, unfollow a user, or report an offensive post.

LinkedIn is owned by Microsoft and makes its money through advertising, recruitment services and membership privileges.

Pinterest



Pinterest is a social media site for curating, organizing and discovering webpages and pictures.

To use Pinterest, you create “boards” (think virtual corkboards) and “pin” pictures to them. Your feed displays items that might belong on those boards, and you can then reference these saved items later (such as sewing patterns or wood projects). Some of my boards are “Geek Stuff” and “Decay” and “Vintage Clothing”

Pinterest is not a subsidiary of any other company and makes money through promoted pins (advertisements).

Reddit



Reddit is a news aggregator and discussion website. Members post content (text, images, links) which are then voted up or down by other members.

To use Reddit, find communities that are interesting to you, such as “r/oddlysatisfying” and “r/whatisthisthing” and join those communities. Content then appears in your feed.

You can find absolutely anything on Reddit, which is a feature and a bug (there are things you can’t un-see). Pay attention to NSFW (Not Safe for Work). Reddit is a huge time sink—you can spend hours and hours and not realize it. You can hide posts you don’t want to see, and you report posts that are offensives and against the policies of the subreddit. You should check the policies of a subreddit *before* you join it. (For example, don’t join “r/RoastMe” and then complain that people are being insulting.)

Reddit is owned by Advance Publications (the group that owns Conde Nast). Reddit makes money by selling ads, however, its ads are clearly marked and annoying ads are banned.

Signal



Signal is an open source messaging app that allows for encrypted voice calls, as well as SMS/MMS messaging.

Signal works over data, and so can be used to make international calls without incurring extra charges.

Signal is a non-profit, Open Source project supported by grants and donations.

Snapchat



Snapchat is a multi-media messaging app that tends to focus on pictures and virtual stickers.

You must log into snapchat, and you will need to know your friends’ identities. Once you have found people, you send them brief text messages and pictures, which disappear after a minute. Snapchat is good for being silly and playing with kids. In Snapchat, you may want to limit who can contact you to friends. This is done under Settings, in the Who Can... section.

Snapchat is not a subsidiary of any other company and makes money by selling ads.

TikTok



Tik Tok

TikTok is a service for sharing 15-second videos.

TikTok is owned by ByteDance, a Beijing company that makes money through the in-app purchase of coins and by advertiser sponsorships. It is very unlikely Tik-Tok is making money right now.

Tumblr



Tumblr is a microblogging and social media platform that allows for the posting of multimedia and short form content.

To use Tumblr, find blogs you think are interesting and follow them, such as “rejectedprincesses” and “fakescience”. Those posts then appear in your feed.

Tumblr is owned by Verizon and makes money through sponsored posts, sponsored apps, theme sales, and news feed licensing.

Twitter



Twitter is a social media and news site that was initially tied to SMS (Short Messaging Service), which is why it has character restrictions. You can have as many twitter accounts as you want and are not required to verify you are who you say you are.

To use Twitter, you find and follow people and businesses you find interesting or amusing, and those posts appear in your timeline in chronological order (newest posts at the top). Some of the twitter feeds I follow are “@RealTimeWWII” and “@A_single_bear” and “@MerriamWebster”. You have the option to Mute and/or Block people who are obnoxious or offensive. At the top right corner of a tweet, click the down arrow / triangle and select either Mute or Block. You can also report abusive people.

Twitter is not a subsidiary of any other company and generates most of its advertising revenue by selling promoted products, including promoted tweets, promoted accounts and promoted trends.

WhatsApp



WhatsApp is a messaging and VOIP (Voice-Over IP) service that allows you to send text messages and make phone calls to anyone who is also on the app (that allows individuals in different countries to communicate without incurring international charges).

You need to have cellular service to use WhatsApp, but once you are logged in, you can communicate with anyone around the world who has the app. Once you are logged into the app, you can then use WhatsApp on a desktop computer.

WhatsApp is owned by Facebook. Whatsapp earns money by sharing user data with Facebook, including [home number, display picture, and frequency of use].

YouTube



YouTube

YouTube is a video-sharing website.

The first rule of YouTube is **NEVER READ THE COMMENTS**. Everything is now, however, all terrible. You can always go to Big Cat Rescue (<https://www.youtube.com/bigcatrescue>) or the Elephant Sanctuary (<https://www.youtube.com/user/elephantsanctuarytn>).

YouTube is a subsidiary of Google and makes money through advertising.

Created by Michelle for OLLI@WVU

Some other possibly fun social media options:

Ravelry: Social media for knitters and crocheters

Untappd – Social media for craft (and other) beers

Goodreads - A social cataloging website for books and readers, owned by Amazon

Texting Apps that Work over WiFi

Signal: <https://signal.org/>

Snapchat: <https://www.snapchat.com/>

Skype: <https://www.skype.com/en/> (owned by Microsoft, makes money through subscriptions)

Telegram: <https://telegram.org/>

Viber: <https://www.viber.com/> (owned by Rakuten)

Whatsapp: <https://www.whatsapp.com/>

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Technology Glossary

Add-on

An accessory piece of software designed to increase the capability of the software to which it is appended.

Address Book

See Contacts

Alexa

Amazon's virtual assistant.

Algorithm

A set-of rules to be followed in calculations or problem-solving operations. Algorithms are frequently used to manipulate data sets.

Android

Google's mobile operating system, built on open source software.

Anti-Virus

A program that protects you from malicious software. Most anti-virus programs have options for purchasing additional security measures such as firewalls, email scanning, etc.

App

Short for Application.

Apple ID

This is the username and password that you create with Apple to link a specific device to your Apple account. If you have an iPad and an iPhone, you would use the same Apple ID with both of those devices.

Apple

Technology company that designs and develops hardware and software.

Application

A piece of software that lets your device do something, like play music or give directions. An application is the same thing is a program or a software program.

Autocorrect

Autocorrect is when your device automatically changes what you were typing to what it thought you wanted to type.

Autoplay

When you visit a website and music or video starts playing without asking.

Backup

A copy of computer data that is taken and stored somewhere else, to be used in the event of data loss.

BCC

Blind carbon copy. Secretly send a copy of the message to someone else. The primary recipient cannot see that this person received the message.

Blockchain

Also Block Chain. A list of records (blocks) linked using cryptography. These records are a cryptographic hash of the previous block, a timestamp, and transaction data. Blockchains are generally used on a peer-to-peer network. Data in one block cannot be altered without changing all other blocks.

Blog

An online journal that allows one or more writers to share information. Posts are displayed in reverse chronological order.

Bluetooth

A wireless technology that allows data to be shared over short distances using short-wave UHF radio signal. Named for King Harald "Bluetooth" Gormsson.

Browser Add-on

See Browser Extension.

Browser Extension / Add-On

A small software module that is used to customize a web browser.

Browser Hijack

Where a malicious piece of software modifies a web browser's settings without your permission.

Browser

Short for Web Browser.

Browsing Data

The list of web pages you have visited, as well as associated data, such as page title and time of visit.

Brute Force Attack

Where a hacker tries many passwords or passphrases in an attempt to break into your account. The longer your password (or passphrase), the harder it is for someone to use this kind of attack to break into your account.

Cache

Temporary storage space that allows your computer to quickly bring up information, such as previously viewed web pages.

Cambridge Analytica

A British political consulting firm that used misappropriated digital assets, data mining, and other processes to influence political elections around the world.

CC

Carbon copy. Send a copy of the message to someone else. The primary recipient can see this person received the message.

Cellular Data

The connection your cell phone makes to a cell tower that allows you to do things like surf the internet, download emails, and send SMS messages.

Cloud / Cloud Storage

Digital storage in pools, spread across multiple servers (sometimes in multiple locations) that is available to verified users through an internet connection. Storage that is physically somewhere other than where you are. Cloud storage is generally accessible from multiple devices, because those files

are stored on a hard drive that belongs to a company that hosts the cloud service. Cloud storage is like a self-storage unit for your electronic files, except you can access your stuff from anywhere.

Code

Computer code or program code. A set of instructions that form a program that tells a computer what to do.

Codec

A device or program that encodes/decodes a data stream, such as an audio file, for storage.

Contacts / Contact List

A collection of screen names and the various data associated with them, such as email addresses and telephone numbers.

Cookie

A piece of data that a website saves on your computer. Cookies were designed to save user information such as preferences or logins, but can sometimes be read by third parties. Cookies are also used to collect browsing data long-term.

Cortana

Microsoft’s virtual assistant.

CPU

Central Processing Unit. The bit of a computer or electronic device that processes information.

Cryptocurrency

A digital asset that uses strong cryptology and is designed to work as a form of money. They used decentralized control, or a public financial database to keep track of who owns what.

Cryptography

Greek for “hidden writing”, it is the study of secure communication—creating protocols to keep third parties from reading private messages.

Data

Units of information.

Data Breach

The release of secure or private information. A data breach can be accidental or malicious, such as when an individual hacks into a system to steal information.

Database

An organized collection of information. Complicated databases link information between multiple tables allowing for analysis of the contained information. An address book is a basic database.

Denial of Service Attack (DOS)

A cyber-attack where the malefactor seeks to make a network resource (such as a website) unavailable by flooding the target with requests or visits.

Directory

A system that catalogs / organizes computer files.

DNS

Domain Name System. The phone book of the internet. DNS translates names (olliatwvu.org) into IP addresses, so web browsers can find and access those resources.

DNS Hijacking

Where a malefactor redirects visitors from a valid website to a different destination—often one that exists to steal data.

Domain Name

The string of text that identifies a place on the Web. A basic domain name is a word or abbreviation followed by a period followed by the domain extension: wvu.edu

Domain

The sometimes arbitrary grouping that designates what a website does or where it is based. The most common domains are .com .net .edu and .org. The domain is what you should check first when you want to verify the authenticity of a website. Internet Top Level Domains.

Download

To move data and files from the internet or a server to your computer or mobile device.

Email Header

The portion of an email message that contains the routing information. The header can be used to help determine if a message is fraudulent.

Email

Email is an electronic letter sent from one email address to another email address. Email addresses always have an @ (at sign) in them. Sending an email on your phone requires the use of cellular data. Each email address is unique, and email addresses are often used as unique identifiers or login credentials by databases.

Emoji

Small images used to represent emotions, ideas, or expressions. 😊

Emoticons

Representations of facial expressions using keyboard characters. These are used to portray moods or feelings. For example, a smiling face could be :) or ☺ See page **Error! Bookmark not defined..**

Encryption

The encoding of data so that only authorized persons or devices can read/view the information. The stronger the encryption, the more unlikely it is that a malfeasant could decode the intercepted data through a brute force attack.

External Storage

Devices that store data outside of a computer or other electronic device. They are often removable, such as USB thumb drives.

Facebook

An online media and networking company.

Facial Recognition

Technology capable of identifying or verifying a person from a digital image. Facial recognition can be used to unlock an electronic device.

Firewall

A security system that monitors incoming and outgoing network traffic to prevent unauthorized access to a system.

Firmware

A specific class of software that provides control for that specific device's hardware.

Folder

See [Directory](#).

Follow

Choose to see another user's posts in their content feed.

Force Stop

A way to completely stop an app that is running in the background. An app that has been closed may still have bits active and collecting data.

Google

A technology company that specializes in services and products related to the internet.

GPS

Global Positioning System is a piece of hardware that allows a device to contact a satellite to determine the location of the device in latitude and longitude. On most devices, software makes these data points usable to the end user by placing them on a map.

Hardware

The electronic components of a device; the bits you can touch. A cell phone, a keyboard, and a CPU are all hardware.

HDR

High Dynamic Range. A photographic process where a camera takes multiple pictures at different exposures and combines them into a single image—this allows all areas of your image to be well-exposed, but can also look unreal if used too much.

Home Screen

The main screen of a computer or mobile device. Home screens are typically personalized by the user so that no two home screens will look alike.

Hotspot

A type of Wireless Access Point. A device that allows you access the internet from a public place. Hotspots are generally open and unsecured and you should assume any data you submit is visible to people with ill-intent.

Hover text

When you hold your cursor over a hyperlink, the document should display the URL for that link. This allows you to verify links.

http

Hypertext Transfer Protocol is how data is moved between a website and an end user.

https

Hypertext Transfer Protocol (Secure) is an encrypted form of http. This protects against interference or snooping by third parties.

iCloud

Apple's cloud service.

Icon

A graphic representation of a program, file or function.

Information Security

The protection of data and the mitigation of risks, generally on computer networks.

Install

A process that writes the code used to run the program (application) onto the hard drive of your device. Installing a piece of software embeds it into the device and allows it to work.

Internet

A system of inter-connected computer networks.

Internet Service Provider

An organization that provides internet access.

iOS

Apple's mobile operating system.

IP Address

Internet Protocol Address. A numerical label given to an individual device that can connect to a computer network.

iPad

Apple's tablet computer, running iOS.

iPhone

Apple's cellular phone, running iOS.

iPod

Apple's music player. The iPod is general similar to an iPhone, only without cellular service.

ISP

See: [Internet Service Provider](#)

iTunes

Apple's music service.

Key

A set of instructions to [encrypt](#) or decrypt a message.

Keylogger

Keystroke logger (also keyboard capture). A piece of hardware or a software program that can record every character struck on the keyboard.

Location Services

Information from GPS, wireless access points, cell towers, and Bluetooth devices that helps your phone know where you are.

Lock Screen

The opening screen or interface of an operating system. A lock screen keeps unauthorized users from accessing the data and information on a device.

Login Credentials

The information required to access a site or system. A username and password are credentials, as are a finger print or retina scan.

Lossless Compression

A form of data encoding that maintains the original quality of the file but with a large file size.

Lossy Compression

A form of data encoding used to reduce file size at the cost of data quality.

Messenger

An app that allows users to send text messages and images to other users in a system.

Metadata

A data set that gives you information about other data. A card catalog contains metadata.

Microblogging

Online platform for broadcasting short messages or pictures. Twitter is a microblogging platform.

Micro-SD

Micro-Secure Digital Card. Smaller size SD card, used in phones and lightweight devices. Comes with an adapter that allows for the transfer for files from a portable device to a computer.

Moderator

A person who keeps an online discussion from getting out of hand. Moderators usually have the ability to mute or ban a user who is misbehaving.

MMS

Multimedia Messaging Service is a kind of text messaging that allows you to send text messages that contain pictures or audio, as well as messages longer than 160 characters or to multiple people.

Mobile Carrier

A wireless service provider that allows users to connect portable devices (such as phones) to the internet through a cellular service.

Mobile Data

Wireless internet access through a cellular data connection.

Network

A group of computers connected for the purpose of sharing resources. A network can be as small as two computers or as vast as the Internet.

News Feed

The main page of Facebook, where you see content posted by users you have chosen to follow. These content can be text or images.

Notification

A message displayed by an electronic device to provide an alert, reminder, or other communication.

Online Chat

Real time communication over the internet through (generally short) text messages.

Open Source

Computer code or plans that can viewed, modified, and shared by the general public.

Operating System

An Operating System is the base upon which software and apps are added. An Apple device generally uses iOS (iPhones) or macOS (laptop computers). PCs typically used the Windows OS, but there are

other operating systems, such as Linux that can be installed. Non-Apple cell phones frequently use some form of the Android OS. How your device looks and works is dependent upon the operating system installed.

OS

See Operating System.

P2P

Peer-to-Peer

Passcode

This is the secret code to get into a specific device.

Password Manager

A program that stores electronic passwords.

Password

The secret code to access a restricted resources. Passwords are usually required to use a minimum of eight characters, and contain special characters, such as numbers or upper case letters.

PayPal

A method of online money transfer and payments.

Peer-to-Peer

A distributed network that shares tasks or work between devices of the same level.

Permissions

Access rights to a device or program or resources.

Phishing

A fraudulent attempt to gain personal or sensitive information, by sending an email or creating a website that pretends to be from a real company or person, but is not.

Play Store

Google's app store, where users can download or purchase programs to run on their Android devices.

Podcast

A digital audio file made available on the Internet for downloading to a computer or mobile device, typically available as a series, new installments of which can be downloaded automatically.

Post

A message, comment, image, or other item that is placed on the internet, generally on a website.

Predictive Text

An input technology that guesses what you want to type both from what you are currently typing and, if you have allowed the software to learn, from what you have typed in the past. Predictive text makes typing faster and easier if you have good software on the back end.

Privacy

The information that is shared between your device and the external resources to which it is connected, as well as how that information is used, and with whom that information is shared.

Program

A program is a piece of software that lets your device do something like send a text message or video chat. A program is the same thing as an application.

Public Network

An electronic connection where the traffic between devices is visible to anyone.

Reply All

A response to an electronic message that is returned to ALL recipients of the original message.

Reply

A response to an electronic message.

Ripping

Extracting digital content from a container, such as a CD or DVD. Ripping a CD means that the music is copied without loss from the CD to your computer.

ROT-13

One of the most basic forms of encryption; a substitution encryption where characters are rotated 13 places.

Router

A networking device that forwards data between networks.

Scraping

Web scraping, web harvesting, web data extraction is extracting data from websites—gathering up information available on a public website.

SD Card

Secure Digital card. Removable memory that is used in devices like cameras, because it can be easily switched out when full. Allows for easy transfer of files from device to computer without a cable.

Search Engine

A software system designed to find information on the web. The results from a search engine can be webpages, files, or images. Generally, behind the scenes a program runs an algorithm that crawls through the web cataloging everything it sees. This catalog is then organized by a different program where pages are associated with various terms.

Security

Protecting electronic systems from theft or damage. This can be protection from physical theft, but often refers to electronic damage, where systems can be disrupted or data stolen.

Server

A device (or program) that allows you to access something not on the device you are physically touching. A mail server stores your email and drops it to your device upon request. A web server allows you to connect to the internet.

Settings

An app that allows you to customize your computer, device, or program.

Siri

Apple's personal assistant.

Smart Device

An electronic device that connects to other devices or the internet through a wireless protocol such as Bluetooth or Wi-Fi.

SMS

Short Messaging Service. A brief message that is sent from one phone number to another phone number. SMS does not use cellular data.

Snooping

Unauthorized listening in to data transmission.

Snopes

One of the first internet fact-checking resources, Snopes started as a site to debunk urban legends, but expanded into general fact-checking. (<https://www.snopes.com>)

Social Media

Interactive computer technologies and websites that allow for the sharing of information. Facebook is the most famous social media site, and allows friends to connect automatically. LinkedIn is another type of social networking site that focuses on career and job networking.

Software

The programs that run on your computer or phone, on top of the operating system. Can also be called applications or programs.

Spam

Unsolicited electronic messages (especially advertising).

Spoofing

When a person or program pretends to be someone else, by falsifying data, to gain access to your account or data.

Spyware

A piece of malicious software that secretly installs itself to gather information about the user or device.

Status Bar

A graphical element, usually at the top or bottom of a device's screen, which displays information about the state of the device. Some settings commonly found on the status bar are sound/volume, time, and battery life.

Streaming Service

Online entertainment provider that delivers content over the internet. Movies, music, and TV are some of the most common types of content.

Sync

See [synchronize](#).

Synchronize

When a file is synced, changes to that file are saved are pushed from one device to all other devices with access to that file, via a remote server.

Tag / Tagging

A keyword or term added to the metadata of a piece of information. In social media, when someone is tagged, they are alerted to a post made by another user.

Terms of Service

The rules you agree to abide by when you sign up use an online service.

Text Message

A brief message that is sent from one phone number to another phone number via a protocol called SMS. Text messages are generally limited to 160 characters, and messages with more characters than that will be broken down into multiple messages when sent. Text messages are asynchronous: a message sent to someone whose phone is off is delivered when their phone is turned back on. Text messages generally do not require cellular data but do require a cellular connection.

Third-Party Apps

Software created by someone other than the manufacturer of a device or operating system.

Timeline

A display of items in chronological order. Twitter has a timeline; Facebook has a news feed.

TOS

See: [Terms of Service](#)

Tracking

The ability of website software to keep tabs on visitors to the site. Collecting information about your use or interaction with a web page. In addition to when you viewed a page, websites can collect information on your IP address, location, and what browser you are using.

Trojans

A type of malicious computer virus that presents itself as a useful item, such as a document.

Two-Factor Authentication

This is a way to make both your device and your account more secure. When you log into your Apple ID on a new iPad (or iPhone) for the first time OR you log into iCloud from a computer you have never used before, Apple wants you to verify that YOU are the person attempting to access your account.

TXT

[Text message](#).

Unfollow

To stop seeing a user's posts in your timeline or news feed. On Facebook, you can unfollow someone by still remain friends with them.

Uninstall

The removal of a software program or application from the operating system of a device. Although uninstall removes the visible aspects of a program, there are often bits and pieces of the program left behind.

Unique Identifier

A piece of data that is unique to a record. Telephone numbers and email addresses are often used as unique identifiers because no two individuals have the same ones. Unique identifiers allow data records to be linked across databases.

Upload

To move files from your computer to a cloud service or network.

URL

Uniform Resource Locator is the address of a space on the web. Every website has a unique address, and that address can often tell you something about the web page you are visiting.

USB

Short for Universal Serial Bus, this is the industry standard for cables that connect devices and their peripherals through a wire. This connection can be used for both communication and power. There are several types of USB connections: USB, USB-mini, USB-micro, and the newest standard, USB-C.

User

The person operating a device or program.

User Data

Any type of data generated by people interacting with software programs. User data includes: Explicit Data, which is given by a user directly such as name, address, email, and phone number; Implicit Data, which is not provided by the user directly but gleaned through analysis of user interactions, such as pages visited, session duration, or type of device; and finally External Data which has been gathered from third parties with whom an organization has a relationship.

Username

Also called Account name, login ID, user ID. The credentials you use to access an electronic resources, such as your computer or a website. Every account on a website or device must be unique to that service, so as to keep account information separate.

Virtual Personal Assistant

A software program that performs tasks or services based upon verbal commands. Some of the most well-known services are Siri and Alexa.

Viruses

A piece of malicious software that inserts itself into another software program that it uses to replicate itself. Ransomware is a software virus.

Voice-Over IP

A method of and group of technologies that allow you to deliver voice communications across the internet.

VOIP

See Voice-Over IP

Web

Also called the World Wide Web, this is an information space on the Internet that is accessible from devices such as computers, cell phones, and tablets, using a URL as the address.

Web Browser

A software program that allows you to access sites on the Internet, or web.

Web Cookie

See Cookie.

Weblog

See Blog.

Website

A location connected to the Internet that maintains one or more pages on the World Wide Web

Wi-Fi

Short for wireless (the “fi” is an arbitrary syllable added on)

Widget

A graphical element that displays information or provides quick access to certain parts of an app. Mobile devices frequently have a weather widget that is linked to your weather app, and which tells you the current temperature and forecast.

Wireless Access Point

A device that allows your device to access the internet. If a wireless access point (or router) does not have a password, it is unsecure, and you should assume that anyone can see what you are doing on your device.

Wireless Router

A piece of hardware that allows devices to connect to the internet without being plugged into the wall. Your wireless at home should be password protected, so that strangers cannot access all devices in your home using that wireless network.

Wireless

A technology that allows computers to connect to a network and/or the internet without using a physical connection. Wireless is available in an area when a wireless access point (also called a hotspot) has been created and made accessible to devices. Public wireless is less secure and caution should be used (ie, don't make purchases or send private emails over a wireless network). Private wireless networks (such as in your home) should be secured with a password.

World Wide Web

An information system on the Internet which allows documents to be connected to other documents by hypertext links, enabling the user to search for information by moving from one document to another.

Texting Acronyms

AF: As (naughty word)
AFK: Away from Keyboard
BTW: By the Way
B/C: Because
BFF: Best Friends Forever
BRB: Be Right Back
CU: See You
CYT: See You Tomorrow
DGMW: Don't Get Me Wrong
EOD: End of Discussion
EOM: End of Message
F2F: Face to Face
FAQ: Frequently Asked Questions
(pronounced to rhyme with pack)
FREX: For Example
FTW: For the Win
FWIW: For What It's Worth
FYI: For Your Information
GR8: Great
HTH: Hope This Helps
ICYMI: In Case You Missed It
IDC: I Don't Care
IDK: I Don't Know
IIRC: If I Remember/Recall Correctly
IMHO: In My Humble Opinion
IMO: In My Opinion
IOW: In Other Words
IRL: In Real Life
J/K: Just Kidding
L8R: Later
LOL: Laugh(ing) Out Loud
MYOB: Mind Your Own Business
noob / noob: Newbie

NNTR: No Need to Reply
NOYB: None of Your Business
NP: No Problem
NRN: No Reply Needed
NSFW: Not Safe for Work
OMG: Oh My God
OMY: On My Way
OTOH: On the Other Hand
OT: Off Topic
OTP: On the Phone
ROTFL: Rolling on the Floor Laughing
RTFM: Read the Fantastic Manual
RU: Are You
SFLR: Sorry for Late Reply
SO: Significant Other
TBC: To Be Continued
THX: Thanks
TIA: Thanks in Advance
TL;DR: Too Long Didn't Read
TMI: Too Much Information
TTYL: Talk to You Later
TUVM: Thank You Very Much
TYT: Take Your Time
UR: You Are / Your
woot / WOOT: Hooray! Yay! Yippee!
WS: Wait
WFM: Works for Me
WRT: With Regard To
WTH: What the H(eck)
WTF: What the (naughty word)
YMMV: Your Mileage May Vary

Emoticons

(.V.)	Alien
O:-)	Angel
X-(Angry
~:O	Baby
:-D	Big Grin
(*v*)	Bird
:-#	Braces
</3	Broken Heart
=^.^=	Cat
*<:o)	Clown
O.o	Confused
B-)	Cool
:_(Crying
:'(Crying
\:D/	Dancing
_	Dazed
:O3	Dog
#-O	Doh!
:*)	Drunk
//_ ^	Emo
>:)	Evil Grin
<><	Fish
:-)	Frown
:(Frown
:-)	Frowning
=P	Frustrated
:-P	Frustrated
8-)	Glasses
\$_ \$	Greedy
:->	Grin

=)	Happy
:-)	Happy
:)	Happy
#	Hashtag
<3	Heart
{}	Hug
:-	Indifferent
X-p	Joking
:-)*	Kiss
:-*	Kiss
:*	Kiss
(-){(-)	Kissing
XD	Laughing
=D	Laughing Out Loud
)-:	Left-handed Sad Face
(-:	Left-handed Smiley Face
<3	Love
=/	Mad
:-)(-:	Married
@	Mention
<:3)~	Mouse
~,~	Napping
:-B	Nerd
^ _ ^	Overjoyed
<l:O	Partying
:-/	Perplexed
=8)	Pig

@~)~~~~	Rose
=)	Sad
:-)	Sad
:(Sad
:S	Sarcastic
:-@	Screaming
=O	Shocked
:-O	Shocked
:-)	Smile
:)	Smile
:-Q	Smoking
:>	Smug
:P	Sticking Tongue Out
:O	Surprised
:-J	Tongue in Cheek
:-&	Tongue Tied
=-O	Uh-oh
:-\	Undecided
:-E	Vampire
=D	Very Happy
;-)	Winking
;)	Winking
-O	Yawn
8-#	Zombie

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