

Smart & Safe Shopping

About this Assignment:

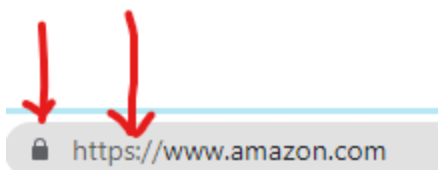
You will create a Google document named **yourname-smartshopping**. The document should contain your answers to specific tasks related to using shopping online.

Notes:

- 1. About Screenshots** For this assignment you will need to use the **Snipping Tool** or the **Snip & Sketch** program. To view a demonstration of how to use the Snipping Tool, click this link >> [Snipping Tool Demo](#) In the latest versions of Windows, there is a program called **Snip & Sketch**, which you may use instead of the **Snipping Tool**, if you prefer. To view a demonstration of Snip & Sketch, click this link >> [Snip & Sketch Demo](#) For exams, you will need to be able to use the **Snipping Tool** or **Snip & Sketch**. **IMPORTANT:** In previous assignments, you usually saved the snip as a file. BUT, in this assignment, it's MUCH easier to copy the snip and then paste it directly into your Google Docs document.
- 2. A Note for Mac Users:** If you have a Mac, take a look at this video to learn how to take screenshots. [How-to: Screen Capture on a Mac \(Print Screen\)](#) Remember for exams, you will need to be able to use the **Snipping Tool** or **Snip & Sketch**.
- 3.** On questions where you are to insert a screenshot, please resize the screenshots so they fit nicely in your document.
- 4. TIP:** you can also save yourself a **LOT** of time by copying and pasting answers you find online into your document (copy: Ctrl-C, paste: Ctrl-V).
- 5.** When you insert your answer into the Google Docs document, please highlight each answer in yellow.
- 6.** On some questions you are asked to insert links. Please don't paste the URL directly into your document, but rather create clickable descriptive text for your answer. For example here is how you could create a link to Lamar Port Arthur: [Lamar Port Arthur](#)
- 7. Grading for this assignment:** The instructor will grade selected items and your grade will be a percentage of the items you got correct out of the items which were selected for grading

Before Beginning:

- 1. Watch this [Safe Shopping video](#) while viewing these tips for shopping safely online:**
 - shop from home instead of using a public network (such as Starbucks, etc)
 - avoid obscure websites for purchasing
 - make sure you have the "real" website of the retailer and not a fake website
 - stick to big retailers such as Amazon, Best Buy, etc They usually (but not always) have better security in place. On the other hand, big retailers can be more lucrative targets for hackers.
 - protect your purchases - usually credit card purchases are protected but look for other things such as Google Trusted Store, PayPal trusted protection
 - Look for online reviews--but don't believe everything. Some places create fake reviews to make things appear better than they are.
 - When shopping look for **https** in your browser (instead of just http). This indicates your session is encrypted so others cannot make sense of the data you send and receive. The following is a screenshot from chrome browser. (You may need to click the URL to see the https.) The lock icon also indicates the connection is secure.



2. Read this [Online Shopping - Quick Guide](#)

Getting Started: To help you get started, I have created a Google Docs document containing the assignment tasks. You can use this as a template to get started. Here is the link: [Smart & Safe Shopping template](#) This document will open in Google Docs. When you open it, go to your File menu and choose Make a Copy and you can save it to your Google Drive with the correct name (**yourname-smartshopping**) and put it in your **BCIS 1305-YourName** folder. (note: you will need to be logged into Google to make a copy.)

Submitting the Assignment

When complete, be sure your Google document **yourname-smartshopping** is in your BCIS 1305-YourName folder (which you shared previously with me) and download the document as a pdf. In Blackboard, for the assignment **Smart Shopping**, submit thr following

1. the PDF document you downloaded
2. A clickable link to your **BCIS 1305-YourName** folder.