

WRITING SAMPLES



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WRITING
SAMPLE ONE

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WRITING
SAMPLE TWO

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30 CONTENT
PROMPTS

WRITING

Sample
ONE /

SCAM MESSAGES / ANTI-SPAM LAW /
HOW TO REPORT / EXAMPLE OF A
SCAM MESSAGE / VISUAL SUMMARY /

HOW DO I REPORT A SCAM TEXT?

The biggest giveaway to know it is a scam text:

- If the sender asks you to transfer money
- If there is a website link in the text message to transfer money
- Pretending to be from someone or an organisation you know

Who tackles spam or scam messages?

Te Tari Taiwhenua Department of Internal Affairs (DIA) makes sure people or organisations follow the anti-spam law, which says spam is any unsolicited commercial electronic messages.

What is the anti-spam law?

It is called [Unsolicited Electronic Messages Act 2007](#). The Act became law on the 5th of September, 2007.

The Act includes commercial related:

- email
- fax
- instant messaging
- mobile/smart phone text (TXT) and image-based messages

What does it *NOT* cover?

It does NOT cover Internet pop-ups or voice telemarketing.

How to report the message to the Department of Internal Affairs:

1. Forward TXT spam to 7726

- Forward the spam message from your phone for free to 7726
- You will receive a TXT response from the Department of Internal Affairs asking you to complete your report

2. Reply to the Department of Internal Affairs' TXT message, and include the sender's phone number

- When you get the message from the Department of Internal Affairs, reply with the spam phone number

The Department of Internal Affairs will still log your report, even without the sender's number from the spam message.

If you need a step-by-step tutorial to report spam or scam messages to the Department of Internal Affairs, you can watch the following videos.

You can enable closed captions for English, te reo Māori, and Samoan subtitles.

- [How to report a scam text message to 7726 – Apple device](#) (YouTube)
- [How to report a scam text message to 7726 – Android device](#) (YouTube)

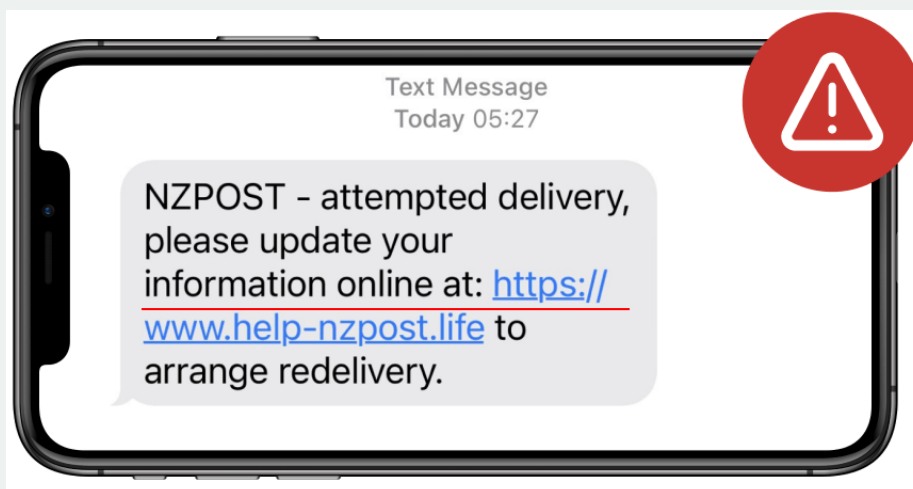
An example of a scam message:

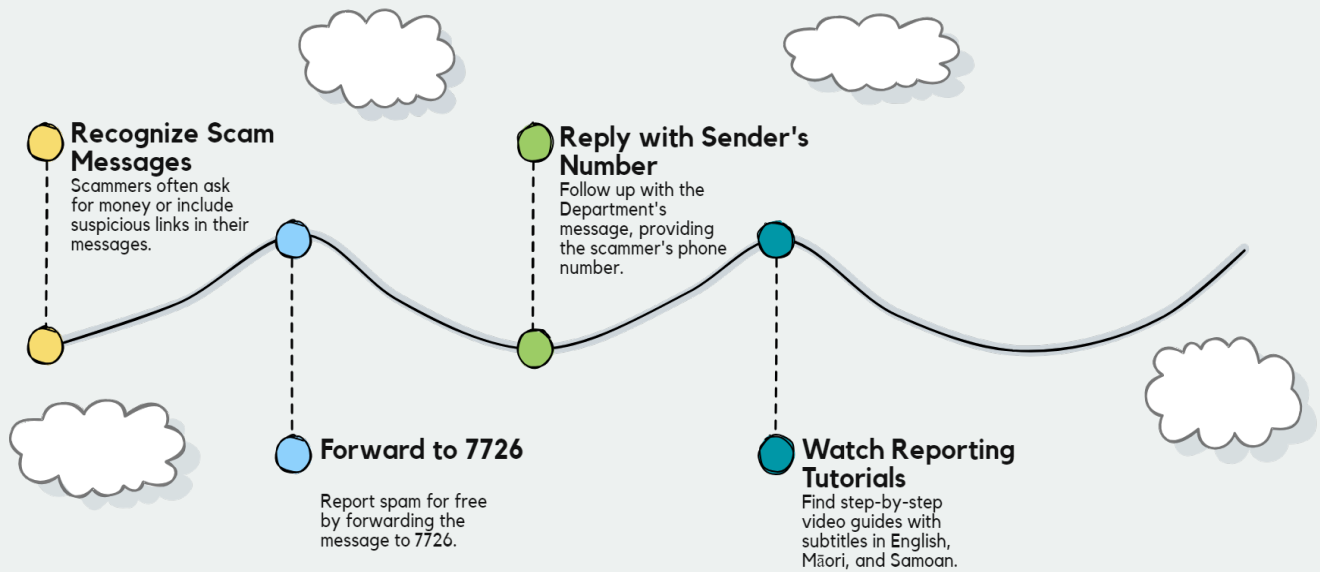
Image source: NZ Post. For more examples of messages, please check the latest updates from [NZ Post Scams and fraud](#).

Frequently Asked Questions (FAQ) regarding consent specifically for organisations or businesses, please [click here](#).

Visual summary for visual learners or for social media content:

Identify and Report Scam Texts

Scam texts often request money.



WRITING

Sample
TWO /

INTERNET COOKIES / FIRST-PARTY
COOKIES / THIRD-PARTY COOKIES /
PRIVACY ACT 2020 / VISUAL SUMMARY /

WHAT ARE INTERNET COOKIES?

What is a browser?

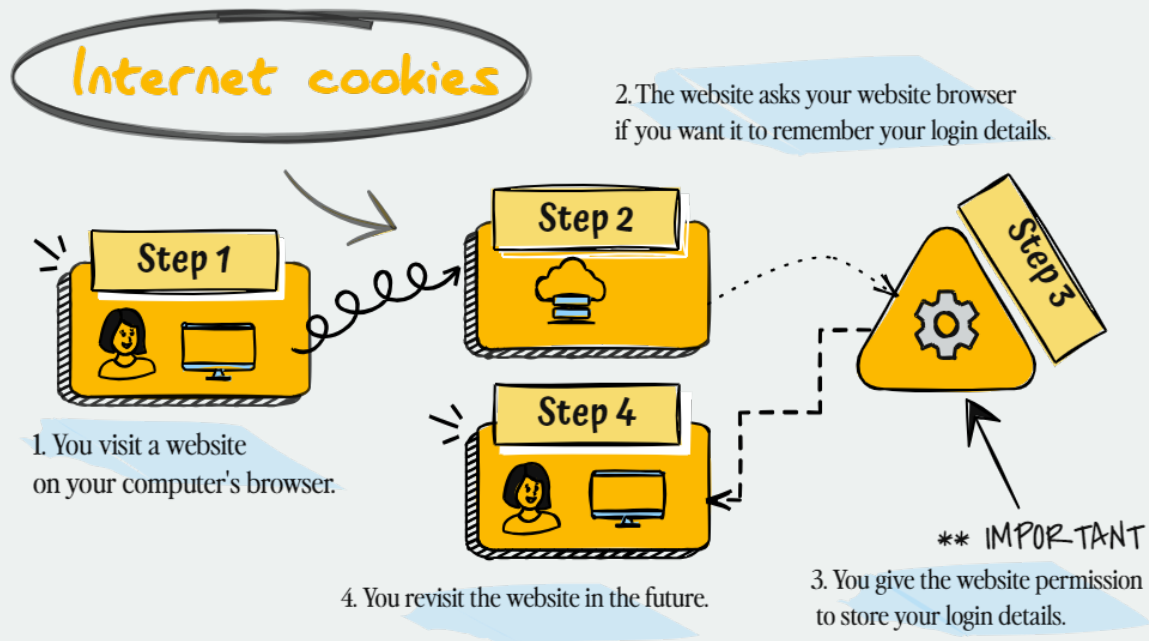
A browser is an application or app that you need when you want to interact with the Internet's content.

What are Internet cookies?

When we browse on a website, the website's server will send a small text file to your computer. Cookies are not computer programs.

- Your browser will save your personalised small text file on your computer.
- This personalised small text file is called a cookie
- If you revisit the website in the future, it will ask your computer's browser if you already have the small text file
- If your browser has that cookie, the website will use the data in the cookie from your last visit
- An example is when a website asks if you want it to remember your login details so you do not have to remember to retype them next time, when you add items to your online shopping cart, and even remembering specific online advertisements on social media

How it works:



A few types of cookies:

1. First-party cookies:

- When you visit a website, it will place first-party cookies on your browser
- For example, if you visit an online clothing store, the website will use cookies to remember the items you add to your shopping cart
- When you revisit the website, the cart will remember the items you had previously added
- These cookies can be temporary and have a time limit for remembering the exact items in your cart

2. Third-party cookies:

- Companies or apps that do not own the website place third-party cookies you are visiting
- Any website that uses the third-party app's code can read these cookies
- For example, if you are shopping online for clothes, a third-party cookie would allow another business to show you an ad for the shirt that is in your shopping cart or a similar shirt
- Businesses also use third-party cookies for digital advertising measurement. They track the advertisements that are shown to you

3. Session cookies:

- When you visit a website, it will only remember information about you until you close your browser
- These cookies will expire immediately after a session
- For example, because of session cookies, you are able to continue to add a new item when you click to another page of the same online shopping website. The online shopping cart would not be empty when you finally go to the checkout page to purchase your items

4. Persistent cookies:

- Also known as permanent cookies
- A website that you visit could set an expiration date
- Your devices store the persistent cookies, and will remember language preferences or login details

Privacy concerns and the Privacy Act 2020:

The [Privacy Act 2020](#) replaces the Privacy Act 1993. The Act became law from the 1st of December, 2020.

Your privacy rights:

- You can ask for your information from any organisation or business about the information that they have about you
- You have the right to ask them to correct the information they have if it is wrong
- If the organisation's privacy officer cannot resolve the issue, you can complain to the Privacy Commissioner
- The organisation that holds your information will need to respond to your request within 20 working days

Resources:

1. For more information on your privacy rights, check the information on the Privacy Commissioner's [page here](#).
2. For more information on privacy rights for tenants and landlords, please [click here](#).
3. If your organisation needs a privacy policy page, you can use the [Privacy Statement Generator](#) provided by the Privacy Commissioner.

Visual summary for social media content:



Internet Cookies Explained

How internet cookies work

1

What are Cookies?

Cookies are small text files that websites store on your device.

They are used to remember information about you and your preferences. They help make your experience more personalised.

There are mainly two types of cookies: session cookies and persistent cookies.

Session cookies are temporary and get deleted when you close your browser.

Persistent cookies stay on your device for a set period, helping websites remember you on future visits.

2

Types of Cookies

Cookies serve various purposes such as keeping you logged in, remembering items in your shopping cart, and personalizing your browsing experience.

They also help websites understand users' behaviours to improve site functionality.

3

Purpose of Cookies

You can manage cookies through your browser settings. Most browsers allow you to view, delete, block, or accept cookies based on your preferences. This gives you control over the information websites collect about you.

4

Managing Cookies

While cookies themselves are not harmful, they can track your online activity, raising privacy concerns.

Always be cautious while accepting cookies, especially on suspicious websites. Using privacy-focused browsers and settings can help mitigate risks.

5

Security Concerns



EXTRA

Content
IDEAS/

30 CONTENT IDEAS TO WRITE /

30 CONTENT PROMPTS

1/ How-to: privacy policy generator	2/ How-to: source stock photos	3/ Business/freelancers: NZBN
4/ Website accessibility and colours	5/ How-to: Cookie banner generator	6/ Privacy Act 2020: website guidelines
7/ Updates: social policy changes - rental, students or travellers	8/ Privacy Act 2020: Email newsletters	9/ Awareness: Online bullying
10/ How-to: report online bullying	11/ Rental issues and recent changes	12/ Awareness: Harrassments
13/ Social media and privacy	14/ Disability and workplace	15/ Free online training or courses
16/ TechSoup NZ for organisations	17/ Volunteer and reference	18/ List of free to accessible apps for students or organisations
19/ Resource: Business Plan template	20/ Scholarships for domestic and international students	21/ Online shopping and refund
22/ How-to: register a domain	23/ Business: platform for website builders	24/ Awareness: Stalking and threats
25/ Disability and public transports	26/ Discrimination and hate crime	27/ SEO for beginners
28/ Social media: stealing content issues	29/ Sign language and resources	30/ Health and safety: Remote work

THANK
YOU
FOR
YOUR
TIME



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