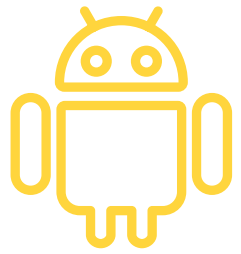


TECHSAFE Family Action Calendar

This calendar is a guide, not a rigid schedule. Adapt the suggestions to fit your family's needs and preferences. The goal is to create a TECHSAFE and fulfilling digital life for everyone.

January	Monthly Focus	Weekly Actions	Additional Actions
	Setting the Foundation	Perform a weekly backup of your devices.	Set aside time each week for backing up photos from phones, cameras, computers, and devices to backup stage one (external drive).
	Reflect on the past year's tech habits and set goals for the new year.	Set aside time for family connections with distant relatives.	Review and update passwords for key online accounts.
	Create or review your Family Digital Wellness Agreement.	Schedule daily offline time with family.	
February	Monthly Focus	Weekly Actions	Additional Actions
	Security Check-Up	Perform a weekly backup of your devices.	Check devices for software updates and install any pending updates.
	Review and strengthen your online security practices.	Set aside time for family connections with distant relatives.	Have a family conversation about online safety and responsible technology use.
	Perform a Home Network Security Audit.	Schedule daily offline time with family.	Practice recognizing and avoiding phishing scams.

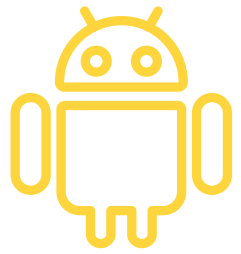
TECHSAFE FAMILY TOOLKIT



March	Monthly Focus	Weekly Actions	Additional Actions
	Digital Spring Cleaning	Perform a weekly backup of your devices.	Organize and back up photos and videos from one device or platform.
	Declutter and organize your digital files.	Set aside time for family connections with distant relatives.	Review and update your digital inventory (online accounts and assets).
	Back up your data to your secondary backup location.	Schedule daily offline time with family.	Unsubscribe from unwanted email subscriptions or newsletters.

April	Monthly Focus	Weekly Actions	Additional Actions
	Mindful Tech Habits	Perform a weekly backup of your devices.	Take a digital detox day or weekend.
	Practice mindfulness in your technology use.	Set aside time for family connections with distant relatives.	Practice a mindfulness exercise, such as meditation or deep breathing.
	Incorporate digital wellness practices into your daily routine.	Schedule daily offline time with family.	Set boundaries around technology use, such as tech-free meals or device-free time before bed.

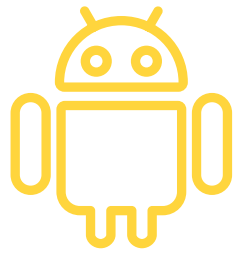
TECHSAFE FAMILY TOOLKIT



May	Monthly Focus	Weekly Actions	Additional Actions
	Digital Legacy	Create a list of all your online accounts and important digital assets.	Explore the legacy options available on different platforms (e.g., Google, Apple, Facebook).
		Choose a trusted digital executor to manage your accounts after your death.	Consider creating a digital will to outline your wishes for your digital assets.
		Schedule daily offline time with family.	Have conversations with your family about your digital legacy plan.

June	Monthly Focus	Weekly Actions	Additional Actions
	Summer Tech Check-In	Perform a weekly backup of your devices.	Explore new educational apps or websites together as a family.
	Review your family's technology use and adjust any strategies or boundaries as needed.	Set aside time for family connections with distant relatives.	
		Schedule daily offline time with family.	

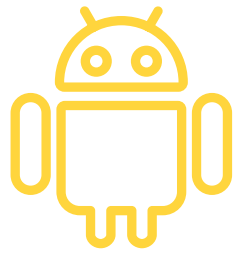
TECHSAFE FAMILY TOOLKIT



July	Monthly Focus	Weekly Actions	Additional Actions
	Summer of Safety	Perform a weekly backup of your devices.	Review and update privacy settings on social media and online accounts.
		Set aside time for family connections with distant relatives.	Have conversations about online safety and responsible sharing with children.
		Schedule daily offline time with family.	Explore parental control options for devices and apps.

August	Monthly Focus	Weekly Actions	Additional Actions
	Back-to-School Tech Prep	Perform a weekly backup of your devices.	Set up a productive learning environment with technology.
		Set aside time for family connections with distant relatives.	Discuss online safety and digital citizenship with children as they head back to school.
		Schedule daily offline time with family.	Review and update the Family Technology Agreement.

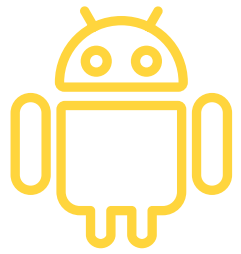
TECHSAFE FAMILY TOOLKIT



September	Monthly Focus	Weekly Actions	Additional Actions
	Mindful Media	Perform a weekly backup of your devices.	Limit screen time and balance it with other activities.
	Be mindful of the media your family consumes, including TV shows, movies, and video games.	Set aside time for family connections with distant relatives.	
	Choose age-appropriate and quality content.	Schedule daily offline time with family.	

October	Monthly Focus	Weekly Actions	Additional Actions
	Cybersecurity Awareness Month	Perform a weekly backup of your devices.	Reinforce strong password practices and enable 2FA on all accounts.
	Learn about the latest online threats and scams.	Set aside time for family connections with distant relatives.	Help senior family members recognize scams.
		Schedule daily offline time with family.	

TECHSAFE FAMILY TOOLKIT



November	Monthly Focus	Weekly Actions	Additional Actions
	Gratitude and Giving Back	Perform a weekly backup of your devices.	Reflect on the positive ways technology has impacted your family's life.
	Use technology to express gratitude and connect with loved ones.	Set aside time for family connections with distant relatives.	
	Explore ways to give back to your community using technology.	Schedule daily offline time with family.	

December	Monthly Focus	Weekly Actions	Additional Actions
	Digital Detox and Reflection	Perform a weekly backup of your devices.	Reflect on the past year's digital habits and set goals for the new year.
	Plan a digital detox over the holidays to unplug and recharge.	Set aside time for family connections with distant relatives.	Enjoy quality time with loved ones and create meaningful memories offline.
		Schedule daily offline time with family.	

TECHSAFE FAMILY TOOLKIT