



# CHILTON PUBLIC LIBRARY

www.chiltonlibrary.org

CHILTON PUBLIC LIBRARY  
CHILTON, WISCONSIN

## GET THE WORD OUT

### Texting and Messaging



#### WHAT'S THE DIFFERENCE?

#### TEXTING

- Short electronic messages between two or more mobile devices
- Uses a cellular network
- Almost every single cellphone, regardless of "smart" internet technology, is capable of both sending and receiving text messages

#### MESSAGING

- Needs a software application
- Requires both the sender and recipient to be using the same application.
- Need an internet connection
- Can often be done on a smartphone, desktop, tablet, or laptop



#### Facebook Messenger

- Separate app from Facebook
- Does sync with account & contacts
- Text message, audio and video chat, and send photos and videos.
- Offers some encryption



#### WhatsApp

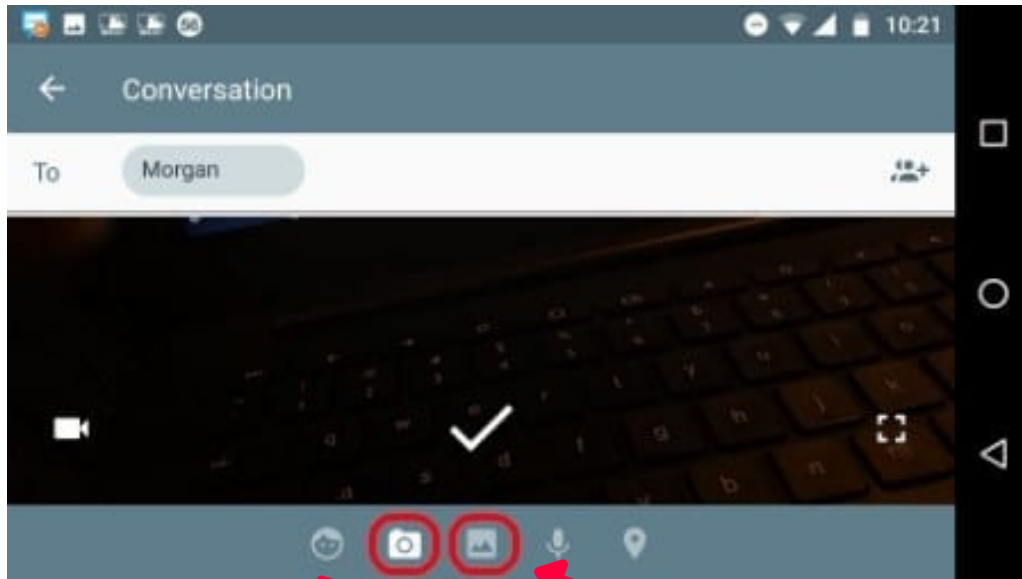
- Owned by Facebook
- Texts, photos, audio, and videos
- End-to-end encryption and two-factor authentication



#### Telegram

- Says will never sell data,
- Option to delete messages automatically from both devices after two seconds or up to one week.
- Offers end-to-end encryption

## Attaching a picture



Take a picture with camera and attach to message

Attach a picture already saved on your device.

## Common Texting and Messaging Icons



Add



Location



Record Voice



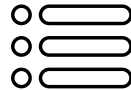
Emoji



Attach



Contacts



Menu Options



GIF

## Texting Manners

- Be careful when choosing a recipient from your phone book; a slip of the finger could send the text to a wrong recipient.
- When you text someone who doesn't have your number, start or end by stating who you are.
- A short "TNX" to acknowledge that the message was received is a simple way to end the conversation.

## Text Speak





















- IMHO: In my humble opinion
- IDK: I don't know
- BTW: By the way
- LOL: Laugh out loud
- ROFL: Rolling on floor laughing.
- STFU: Shut the \*swear word!\* up
- ICYMI: In case you missed it.
- TL;DR: Too long, didn't read.
- LMK: Let me know.
- NVM: Nevermind.
- TBH: To be honest.
- FWIW: For what it's worth
- OOO: Out of office

# Emojis

## How do you use emojis properly?

1. Do not use emojis to replace words.
2. Do not use repeated or too many emojis.
3. Do not put emojis before any important message or call to action; text comes first.
4. Don't put emojis in the middle of words.
5. Use clear emojis that are widely known for all audience

## Common Emojis

 Smiling	 Grinning Face
 Grinning Face with Smiling Eyes	 Laughing Face
 Sad	 Confused
 Sad Eyes	 Embarrassed
 Upside-Down Face	 Shrug
 Smiling Face With Sunglasses	 Cold Face
 Rolling on the Floor Laughing	 Annoyed
 Angry Face	 Grimacing Face
 Surprised	 Shocked
 Scared	 Red Heart

## GIFs

A GIF (Graphical Interchange Format) is an image format.

GIFs are a series of images or soundless video that will loop continuously and doesn't require anyone to press play.

- **GIF Search Functions:** Most social media websites are built with a GIF search bar. Twitter and Facebook Messenger come to mind. These search bars work directly with sites like GIPHY or Imgur, and they make GIFs as easy to use as emojis.
- **Copy the Link:** Image hosting websites like GIPHY, Imgur, and Gifcat have tools for copying GIFs to your clipboard. Just find a GIF that you want and press the "copy link" button. Then, paste the link where you want to use your GIF. On most sites, the GIF will work automatically.
- **Use Gboard:** The Google Keyboard for Android, iPhone, and iPad has a built-in GIF function that allows you to use GIFs anywhere, even in text messages.

# Video Chat

## Common Video Chat Apps



Facebook Messenger



WhatsApp



Facetime  
Apple Only



Google Duo

## Safety & Security: Phishing and Spam Text Messages

The scammers use a variety of ever-changing stories to try to rope you in. They may

- promise free prizes, gift cards or coupons
- offer you a low or no interest credit card
- promise to help you pay off your student loans

Scammers also send fake messages that say they have some information about your account or a transaction. The scammers may

- say they've noticed some suspicious activity on your account
- claim there's a problem with your payment information
- send you a fake invoice and tell you to contact them if you didn't authorize the purchase
- send you a fake package delivery notification

They are trying to get your personal information or install harmful malware on your phone that steals your personal information without you realizing it.

Do not call, text, download, or click on links in messages from people you do not know.



Contact us

920-849-4414

chiltonpubliclibrary@gmail.com

## **References**

Is Messaging The Same As Texting? - <https://simpletexting.com/>

The Awesome Power of Messaging Apps for Older Adults - <https://sixtyandme.com/>

The best messaging apps for Android and iOS - <https://www.digitaltrends.com/>

Texting Manners - <https://emilypost.com/>

50 Text Abbreviations and How to Use Them - <https://www.slicktext.com/>


Emojis and accessibility: How to use them properly - <https://uxdesign.cc/>

45 Emojis You Should Know and Their (Hidden) Meanings - <https://www.scienceofpeople.com/>

How To Recognize and Report Spam Text Messages - <https://consumer.ftc.gov/>

8 Spam Text Message Examples (& How to Identify Them Quickly) - <https://blog.textedly.com/>

**Contact us**

 920-849-4414

 [chiltonpubliclibrary@gmail.com](mailto:chiltonpubliclibrary@gmail.com)