

Students should properly adjust daily study schedule in preparation for final examinations.

Make sure to have your writing implements and student ID card ready before the exams; comply with all relevant rules and do not cheat during examinations.

# **During Winter Vacation:**

### 1. Safety Tips for Indoor and Outdoor Activities:

A. Be familiar with the escape route and the ways to use the safety equipment, such as fire extinguisher, escape sling etc. to ensure safety during activities

For your own safety, please do not go to Internet cafés, disco clubs, night clubs or any other unsafe complexes where there may be threats to your personal security.

When participating in outdoor activities, it is important to pay attention to the local weather forecast and have good understanding of that local area. "4 No's" reminders for outdoor activities:

- (1) Do not overestimate: When mountaineering, camping, river trekking, playing in the water, at the waterfront, doing fieldwork or research activities, in addition to doing equipment checks before the trip, students should also consider their own physical condition and not overestimate their ability.
- (2) Do not go to dangerous waters: Avoid dangerous waters or places with no lifesaving staff.
- (3) Do not engage in outdoor activities during bad weather: When encountering tides, heavy rains and other weather conditions, students should immediately stop all outdoor activities to avoid the dangers of sudden risks (such as split currents, breaking waves, terrain effects and other issues).
- (4) Do not take shelter under structures without lightning protection:
- B. During thunder when lightning occurs, stay away from exposed metal objects, iron railings, billboards and tall buildings, and avoid structures with no lightning protection (e.g. don't shelter under a shed, carport, or umbrella), and stop swimming and boating to take shelter in a safe place on land.

#### 2. Part-time Job Safety:

First, students should pay attention to the reputation of the company that they intend to work for; moreover, it is recommended to choose more well-established companies and firms for part-time job experiences.

Second, students should have an understanding of the company's policies with regard to remuneration, insurance and welfare-related measures before applying for a position.

Moreover, it is very important to know about your working environment, including your boss and colleagues, job contents, working hours, locations and more. Those factors mentioned above should be carefully evaluated in order to prevent any unwanted incidents. Parents should also help their children find the right part-time job and accompany them to inspect the working environment.

Remember the "Seven No's Principle": "No paying; No buying; No applying for a credit card; No signing contract; No handing over your identification card; No drinking; No illegal working"

In case students encounter any fraudulent activities related to part-time work, please contact the Bureau of Labor Affairs in the local area for help.

The "RICH Workplace Experience Network" of Youth Development Administration, Ministry of Education, (website: rich.yda.gov.tw/rich/#/). Please make good use of this resource.

### 3. Traffic Safety

Do not drive after drinking; do not drive in an unsafe manner or when you are fatigued. In particular, do not violate the traffic regulations; rather, follow the traffic signs, directions and police orders. In addition, drive within the speed

# A. Four disciplines for traffic safety:

- (1) You see me, I see yo
- (2) Maintain safe space; do not do things you don't have confidence in doing or hesitate about.
- (3) Do not affect the safety of others while driving.
- (4) Keep others from accidents, also yourself.

### B. Bicycle riding:

Please wear a bicycle helmet. Do not use your cell phone with your hands while riding. Maintain complete safety equipment in good condition. Do not carry people or ride among pedestrians. Share the road or path with pedestrians. Os not ride your bike in a pedestrian crossing; please walk with your bicycle instead. When you make two-stage left (right) turns, observe the rules. Do not contend, race in parallel, or ride in other dangerous ways.

## C. Scooter Riding:

Please wear a helmet correctly. Turn on the headlights at all times. Do not ride without a license. Do not use a cell phone while you are riding, especially with your hands. Do not change traffic lanes suddenly. Yield to pedestrians at intersections. Racing on the road is prohibited and do not loan your scooter to those who do not have a proper driver's license. Large vehicles have a blind side when they make turns; please avoid being too close to them or riding side by side with them to maintain safety.

### D. Pedestrian Safety:

When crossing the road, please follow the traffic sign instructions or police signals. Do not arbitrarily cross the traffic lanes, or ignore red lights. Do not arbitrarily cross guardrails or pedestrian islands. Do not infringe on the road rights of the vehicles. Wear bright and reflective clothes, cross roads at safe intersections. Make sure there's enough time to cross: don't impatiently claim the road.

### 4. Housing Safety:

When using natural gas to heat water for bathing or cooking, please pay close attention to indoor air circulation and make sure the windows are not fully closed in order to prevent carbon monoxide poisoning incidents. When feeling dizzy, nauseous, or sleepy, open windows to the outside immediately. If you are seriously ill, please go to a well-ventilated outdoor environment, call 119 or ask for help from friends or school.

At nighttime, it is recommended to pay attention to your surroundings or any potential stalkers; moreover, carry self-defense products such as self-protection spray, whistle or other items when traversing remote streets and dark alleys. Being prepared is always important in terms of safety.

#### 5. Drug abuse:

In recent years, the cases of outlaws packing drugs in plum powder and beverage packages (such as coffee packages or tea bags, etc.) or snacks (such as candy, instant noodles or jelly, etc.), and inviting students to their parties and enticing students to do drugs have increased; this may cause risk of dangerous sexual behavior.

The new mixed drugs with fine packaging will easily reduce the obvious warning signs for users; however, these packets which mix more than two drugs may cause serious danger and mortality.

Maintain a normal daily schedule, do not try to refresh yourself through drugs, or take non-physician prescribed drugs; and refuse addictive substances. When you attend a party, be alert and do not accept any items or drinks from strangers. Avoid being persuaded by peers or strangers to do drugs because doing drugs will cause inevitable outcomes that will haunt you for the rest of your life.

### 6. Fraud Prevention:

During the winter break, students should maintain a normal daily schedule, avoid indulging in online games and being cheated via matching and trading online.

Do not click on unfamiliar text messages or website links to avoid cellphone hacking and then having your devise being used as a platform for spreading messages. Establish good understanding of cellphone safety when using online chatting APP (such as Line). Be cautious and never reveal your account and password to avoid being a victim of hacking.

Outlaws often use a small amount payment mechanism to scam. Sometimes, they activate victims' small amount payment function and then scam by asking you to receive payment-related text message. Apply to close your cellphone's small amount payment function with your cellphone company and do not accept text messages for others.

Fight against the rampancy of frauds and increasingly innovative swindling schemes and avoid becoming a victim of fake kidnapping or accident (traffic accident or diseases) scams.

Parents or students who encounter any suspicious calls or fraudulent activities should immediately follow these three Fraud Prevention Tips for assistance:

- (1) Keep calm
- (2) Verify carefully
- (3) Call the police immediately or dial 165 anti-fraud line for verification

Recently, many cases have been initiated by fraudulent groups through misappropriation of an account for fraudulent use by posing as your friend or relative. Students should make good use of communication software security setting, such as turn off the function "allow logon through other devices" to reduce the chances of having your account stolen. When students or their families receive a request for borrowing money from their relatives through communication software, they should meet them in person or call them. Do not transfer the money without verification.

You can learn more detailed information from the announcement on the 165 national anti-fraud official website of National Police Agency, Ministry of the Interior or join the 165 anti-fraud line group of National

Police Agency, Ministry of the Interior to download the latest fraud practices to avoid being deceived.

### 7. Avoid Participating in Illegal Activity:

Avoid any illegal activity such as online gambling, speeding, pilfering, selling illegal CDs or software, participating in criminal activities or sex trade.

Increasing Internet crime in recent years includes: illegal spread of rumors that impact public safety, illegal uploading of inappropriate videos, and hacking into other's websites to steal or amend data, etc. Enhance your knowledge of secure Internet use and respect personal privacy to avoid violating related laws.

