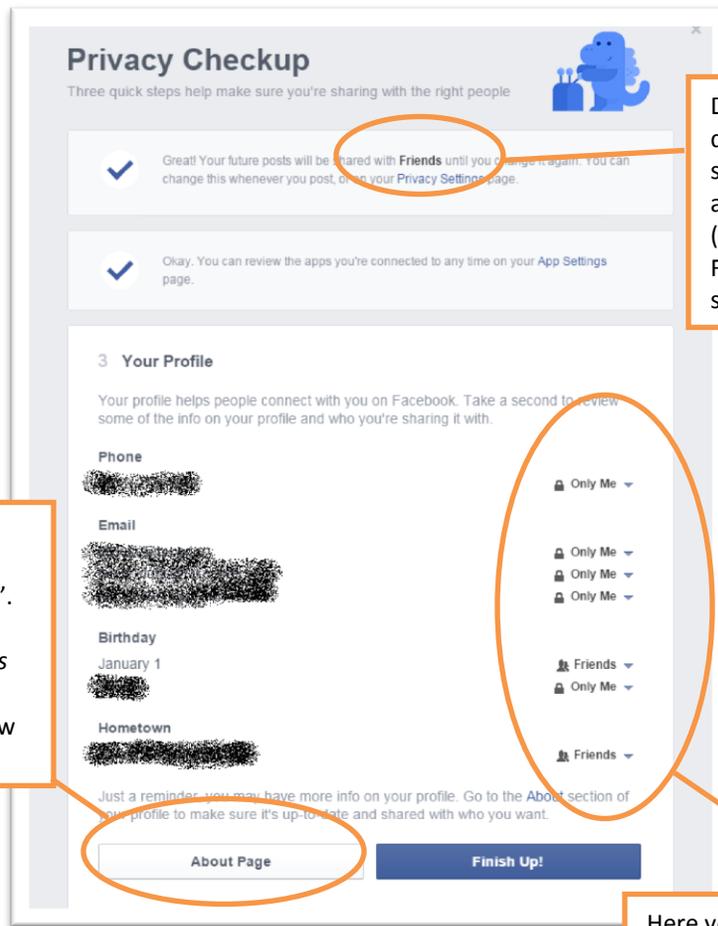
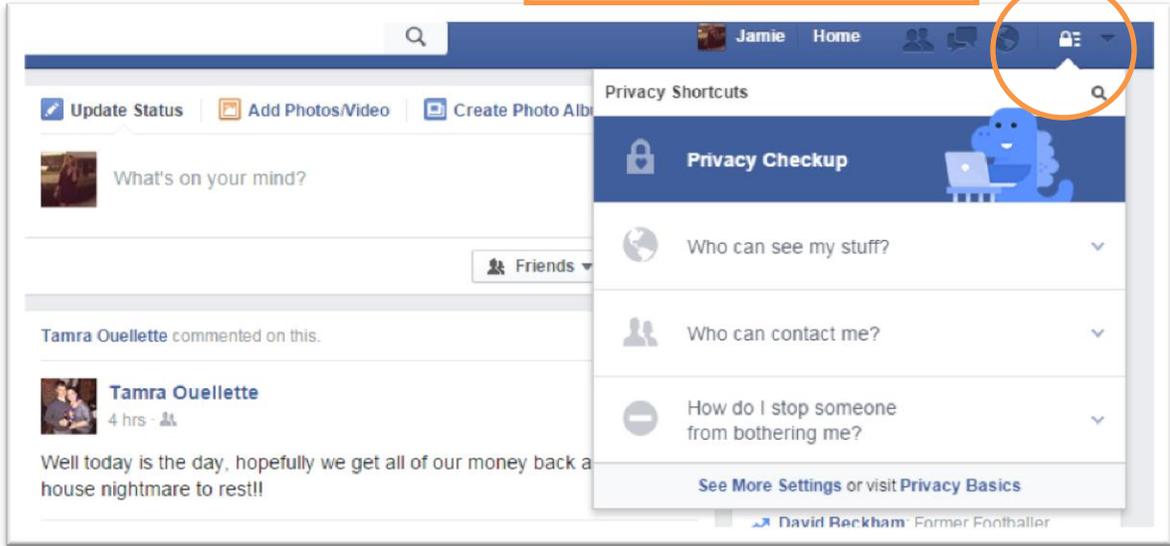


Middlesex Partnerships for Youth Social Media Privacy Settings

Facebook

Check your Facebook Privacy Settings by going to the top, right-hand side of your homepage screen and clicking on the lock image.



During your **Privacy Checkup** you can determine who will see what you share on Facebook. Setting options are *Public* (anyone can see), *Friends* (anyone you are friends with on Facebook can see), or *Custom* (you select who can see what you post).

To control even more personal information like your workplace, school, and gender click on "about". Hover over each detail and select whether the *Public*, *Friends*, *Friends except Acquaintances*, *Only Me*, or *Custom* (People you select) can view certain details about you.

Here you can control who can see some aspects of your personal information.

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The "About" section is where all of your personal details are stored.

The screenshot shows the 'About' section of a Facebook profile. The left sidebar contains a list of categories: Overview, Work and Education (highlighted), Places You've Lived, Contact and Basic Info, Family and Relationships, Details About You, and Life Events. The main content area is divided into sections: WORK (with an 'Add a workplace' button and a listing for Massachusetts Public Health Association), PROFESSIONAL SKILLS (with an 'Add a professional skill' button), COLLEGE (with an 'Add a college' button and listings for Boston University School of Public Health and Boston University), and HIGH SCHOOL (with an 'Add a high school' button and a listing for Salem High School). A callout points to the 'About' header, another to the 'Your friends' privacy dropdown on the work listing, and a third to the 'Work and Education' category in the sidebar.

These are the different categories of personal information Facebook lets you share. Click on each category and determine the privacy setting for each piece of information.

By hovering over each personal detail you can select who can view this information. Each personal detail can have a different privacy setting, depending on what you are comfortable sharing with only you, your Facebook friends, the public, etc.

Middlesex Partnerships for Youth Social Media Privacy Settings

Twitter

1. Log in to your Twitter account
2. Go to: <https://twitter.com/settings/security>

The image shows a screenshot of the Twitter security settings page. Several settings are circled in purple, and callout boxes provide explanations. The settings shown are:

- Photo tagging:** Radio buttons for "Allow anyone to tag me in photos", "Only allow people I follow to tag me in photos" (selected), and "Do not allow anyone to tag me in photos".
- Tweet privacy:** A checkbox for "Protect my Tweets" is checked. Below it, text explains that only approved users will receive tweets.
- Tweet location:** A checkbox for "Add a location to my Tweets" is checked. Below it, text explains that location is stored and can be switched on/off.
- Delete all location information:** A button to delete location info from past tweets, with a note that it may take up to 30 minutes.
- Discoverability:** Two checkboxes for "Let others find me by my email address" and "Let others find me by my phone number" are both unchecked.
- Address book:** A button for "Manage your contacts" is present.
- Personalization:** A checkbox for "Tailor Twitter based on my recent website visits" is unchecked.
- Promoted content:** A checkbox for "Tailor ads based on information shared by ad partners" is unchecked.
- Twitter for teams:** Radio buttons for "Allow anyone to add me to their team", "Only allow people I follow to add me to their team" (selected), and "Do not allow anyone to add me to their team".
- Direct Messages:** A checkbox for "Receive Direct Messages from anyone" is unchecked.

This is how you make your Tweets private or public. To "Protect" your Tweets is to make them so that only your confirmed followers can see your Tweets.

If you previously shared your location in Tweets, you can use this feature to remove all previous location disclosures.

Here you can determine if your location is shared in a Tweet. By checking this feature, you agree to disclose your real-time location with each Tweet.

By unchecking this box, you only give permission to people you follow to send you private messages on Twitter.

Accounts that are not confirmed followers but are trying to view your Tweets will see a protection message like this one. They will only be able to view your account name (handle) and your name, bio, and where you are from if you disclose that information.

@This_Is_An_Acct's Tweets are protected.
Only confirmed followers have access to @This_Is_An_Acct's Tweets and complete profile. Click the "Follow" button to send a follow request.

Middlesex Partnerships for Youth Social Media Privacy Settings

Instagram

By making your account private, you only give permission to those you accept as followers to view and comment on your posts.

How you control whether or not your Instagram posts are shared on Facebook, Twitter, Tumblr, etc. as well.

This information can be viewed by everyone using Instagram, even if your account is private.

Real name. This allows people to search for you by name. You can make this say only your first name, or you can leave it blank.

Profile picture

Your username. This could reveal a lot of personal and identifying information if you are not thoughtful about the name you decide to use.

Personal bio. Be careful to not share too much identifying information or other social media account names/links.

Location Settings

1. Go to **Settings**
2. Go to **Privacy**
3. Go to **Location Services**
 - a. Turn Location Services *off*, or select which apps you all to access your location (ex. Google Maps needs your location to give you directions, so you might want to allow access *'While Using the App'*, but Twitter doesn't need to know where you are, so set it that you *'Never'* allow this app to access your location)
 - b. Go to **System Services**
 - i. Go to **Share My Location** to control whether or not your location can be shared with someone else in a message or text
 - ii. Go to **Frequent Locations** to turn off your phone's ability to track how often you frequent the places you visit