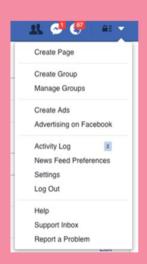


1



Click on the drop down button and select the **Settings**



Invest 5
minutes to
secure
your
Facebook
account



settings

Privacy
Settings
And Tools

4

Login

Encrypted notification emails

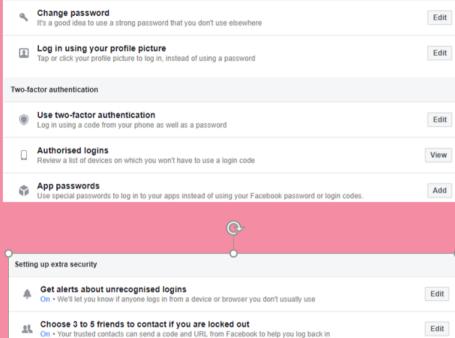
Recover external accounts

See recent emails from Facebook

Recover access to other sites with your Facebook account

See a list of emails we sent you recently, including emails about security

Add extra security to notification emails from Facebook (only you can decrypt these emails)



Edit

Edit

View

Se And

Need help? Call our IT Sevice Desk on +44 1202 9 65515



Secure your Twitter account

1



Secu

>

Enable login verification on Security settings

Account

Password

Order history

Mobile

Privacy and safety

Cards and shipping

Email notifications

settings

Navigate to

Twitter account

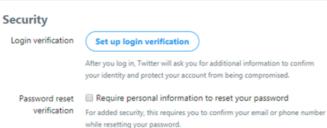


Photo tagging

Allow anyone to tag you in photos
Only allow people you follow to tag you in photos
Do not allow anyone to tag you in photos

Let others find you by your email address
Let others find you by your phone number
This setting will take effect once you add a phone number. Add now
Learn more about how this data is used to connect you with people.

Address book

Manage your contacts

Contacts you've uploaded to Twitter from your address book.

3

Review the **Privacy and** safety



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Call our IT Sevice Desk
on +44 1202 9 65515

Privacy and safety

Privacy

Tweet privacy | Protect your Tweets

If selected, only those you approve will receive your Tweets. Your future Tweets will not be available publicly. Tweets posted previously may still be

publicly visible in some places. Learn more.

Tweet location

Tweet with a location

If selected, you can add a location to your Tweets, such as your city or precise location, from the web and via third-party applications. This setting does not affect Twitter for iOS or Android, Learn more.

Delete location information

Location labels you've added to your Tweets will no longer be visible on Twitter.com, Twitter for iOS, and Twitter for Android. These updates may take some time to go into effect.

Photo tagging • Allow anyone to tag you in photos

Only allow people you follow to tag you in photos

Do not allow anyone to tag you in photos

Discoverability

✓ Let others find you by your email address

✓ Let others find you by your phone number



Safety

Search Hide sensitive content

This prevents Tweets with potentially sensitive content from displaying in your search results. Learn more

Remove blocked and muted accounts

Use this to eliminate search results from accounts you've blocked or muted.

Learn more

veet media

Display media that may contain sensitive content

 Mark media you Tweet as containing material that may be sensitive

sensitive



Secure your Instagram account

Modify your **Privacy and Security**settings

2

Edit Profile

Change Password

Authorized Applications

Email and SMS

Manage Contacts

Privacy and Security

Account Privacy

✓ Private Account

When your account is private, only people you approve can see your photos and videos on Instagram. Your existing followers won't be affected.

Activity Status

✓ Show Activity Status

Allow accounts you follow and anyone you message to see when you were last active on Instagram apps. When this is turned off, you won't be able to see the activity status of other accounts.

Story Sharing

✓ Allow Sharing

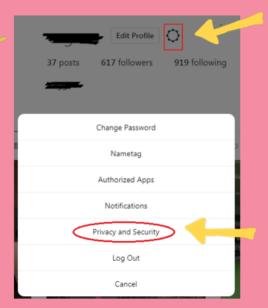
Let people share your story as messages

Comments

Edit Comment Settings

Control your account visibility by enabling or disabling certain options

1



Edit your
Privacy and
Security
settings

Need help? Call our <u>IT Sevice Desk</u> on +44 1202 9 65515 Photos of You

Add Automatically

Add Manually
Choose how you want photos of you added to your profile. Learn more about Photos of You.

Account Data
View Account Data

Two-Factor Authentication
Enable Two-Factor Authentication

Data Download

Request Download

Privacy and Security Help

Support

Enabling
Two-Factor
Authentication is
highly
recommended.