

Facebook Privacy Settings

For those of you worried or cautious about using Facebook, here is a brief summary of how to manage privacy settings and control who sees your posts and the content on your Facebook page.

FACEBOOK on a MOBILE PHONE or IPAD

Use your user name and password to sign in to your Facebook profile page and click on the 3 dots ... next to +Add Story or Edit Profile, then scroll down and click on padlock and 'View Privacy Shortcuts'.



On the next screen under 'Privacy' click on 'Review a few important privacy settings' and then under 'Privacy Checkup' you can choose:

- 1 who can see what you share;
- 2 how to keep your account secure;
- 3 how people find you on Facebook;
- 4 your data settings on Facebook, and
- 5 your ad preferences on Facebook

Clicking on Item 1

- allows you to limit who can see your posts to 'Friends', which is highly advised

Clicking on Item 2

- allows you to see what others can see on your Facebook page and to manage content

Clicking on Item 3

- allows you to restrict who can contact you and again you can restrict that to 'Friends', although 'Friends of friends' may still ask to be your friend on Facebook. If they do, you do not have to respond as the social etiquette on Facebook is very different to face-to-face and you can just ignore them!

NOTE: If you have accessed Facebook from other Apps or websites -

Clicking on Item 4

- allows you to delete unwanted requests to be friends

In this item, you are also asked whether you want Facebook to recognise you in any photos or videos or to be able to access the precise location of the device you are using. It is advisable to deny Facebook these permissions to maximise security.

Clicking on Item 5

- allows you restrict the information on your profile page that advertisers can use, although it does not stop advertising on Facebook (an important source of revenue for Facebook, as with newspapers and magazines)

Facebook on a Laptop

On your profile page, click on the ... to the right of Edit Profile and that you will take you to profile and tagging settings and there you can adjust your privacy settings in the same way as above.