



# Online Privacy Step by Step Guide

With the minefield of technology available to us and constant changes with app updates it is difficult to keep track of how secure your privacy settings are and what on your profile the world can see.

Why are privacy settings so important for protecting children?

As parents we are always the first to share exciting milestones of our children and what better way to do that than a quick post on Facebook. However, there are predators online, in fact over 750,000 at any given one time that is lurking in the background looking for children's photos. We are not just talking about photos of children in the bath or the pool, we are talking about simple innocent every day photos. These images of your children can be used in a variety of ways.

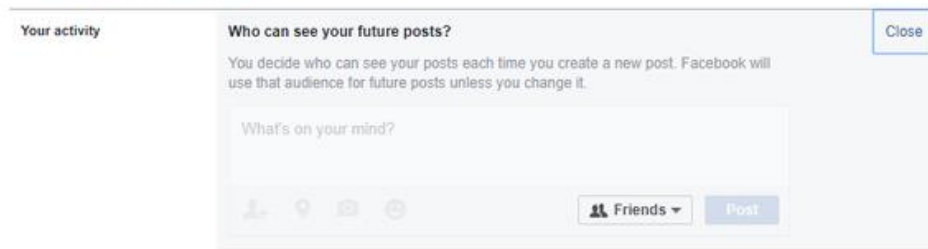
We also urge you as parents to check these steps on your children's account and ensure that you check them regularly. The greatest safety measure for a child online is a proactive parent who monitors their social media usage regularly.

We will be adding various platforms over time but for now we will start with Facebook and Instagram, the two most requested by our followers. If there are any platforms you would like to see here please send us a message and we will include it here.

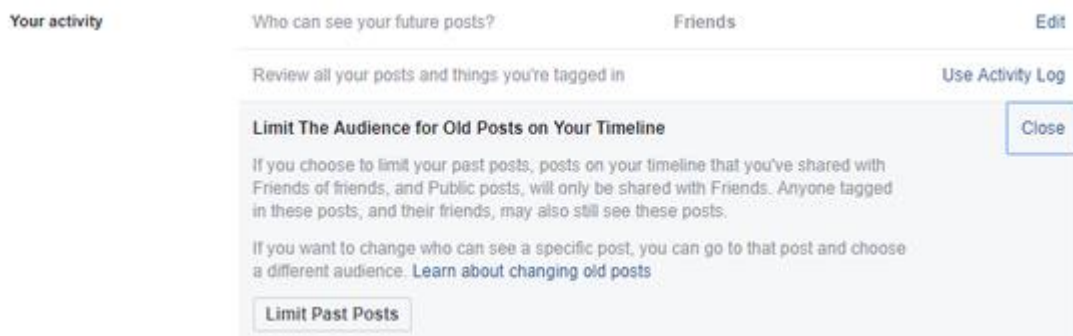


- Head to Settings (on PC click on the arrow in the top right corner, on mobile click on the 3 bars at the bottom right)
- Click on Privacy
- Mark who can see your future posts as "Friends (as below)

## Privacy Settings and Tools



- Click on "Limit Past Posts" and click the button.



- This will now limit all your posts and photos to be viewed only by your friends list, not just your current ones but anything you have ever posted on Facebook.

There is an exception to the rule and that is Profile and Cover Photo's. The ones that you currently have on your profile CANNOT be made private so these are viewable by the entire Facebook world. You can make your previous profile and cover photos private but these must be done one at a time

- Go to each image and you will see the world icon



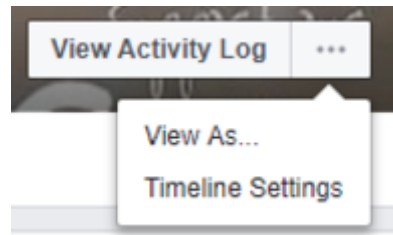
- Click on the arrow and change it to friends



So always be cautious what you post on your profile and cover photo as they are public. It is always a good idea to keep a check on your Facebook Privacy Setting whenever there is an update as the settings have been known to change.

You can view what your profile looks like to non-Facebook friends using your desktop computer. This is a good tool to check also:

- Go to your profile (bottom right of your cover photo and click on view as:



- This will show you what your profile looks like to the rest of the world
- If there are any images or posts that are public it is best to edit them as per the steps above



- Go to your profile page and click on the 3 dots on the top right.
- Scroll down and switch your account to private



Once this has been set to private all your Facebook posts will be private to all but friends

Like Facebook your profile picture is not private so ensure that you are comfortable for the whole world to see that photo

Another point to note on Instagram is the below description and location is public also



**Project Rescue Children**  
Nonprofit Organization  
PRC- Project Rescue Children, a registered charity determined to stop child exploitation and trafficking across the globe. Kids are not for sale!  
[www.projectrescuechildren.org/](http://www.projectrescuechildren.org/)  
Gold Coast, Queensland

To maintain privacy, you can choose to not have a description or share your location but be mindful this is what the public sees.