

# *Social Media :*

What to Share & What NOT to Share



**KEEP  
CALM**

**AND**

**SERIOUSLY THINK  
BEFORE YOU POST!**

KeepCalmAndPosters.com

# What to Post

How you post is often as important as what you post. There's a right way to post your messages and many wrong ways to do so. Following a few points:

1. Keep it Short. Generally a few sentences. Just long enough to get your point across, but not so long that readers will get bored.
1. Keep it Casual. You can take some grammatical shortcut. You do not have to use full sentences or proper grammar. It's ok to use common abbreviations and acronyms...lol, BTW .... Etc.
2. Show it if you Can. Peoples eyes are drawn to pictures. Remember a picture is worth a thousand words.
3. Post Things that People Want to read. Post about things that are interest to your friends. If a post is only of interest to you , no one else will read it.

# Food For Thought

1. Social media is a public network not a private email. So anything you post can come back to haunt you.
2. How much personal information to share depends to a degree on your personal comfort level and your personal life. But in general, you shouldn't share any information that might prove embarrassing to you or your family or might compromise relationships. It is important to note that sharing photo's while you are on vacation, could make you vulnerable to theft.
3. Pictures can also be damaging. Be careful of the golf outing pictures you post while you were suppose to be a family outing.
4. When discussing politics or opinions remember some people will disagree with you or take offense to what you are saying. Do you really want to get into an online argument over something you posted?
5. Remember the golden rule: Post only about others as you would have them post about you. If you can't say something nice, don't say anything at all.

# 10 Things to Avoid When Posting

1. Don't post if you don't have anything to say. No one wants to know what you are thinking about eating for lunch.
2. Don't pick a fight. While it's ok to share your opinions with close friends, I am not sure a public forum is the right venue. It's a way to get into an unnecessary online war of the words.
3. Don't post anything that could be used against you.
4. Don't post overly personal information.
5. Don't post personal contact information.
6. Don't post your constant whereabouts. Thieves don't need to know when you're away from home.
7. Don't post rumors.
8. Don't post about other people without their permission. Posting information that is publicly known is one thing, but sharing personal secrets is another.