



Social Network - Do's and Don'ts

- Only establish and maintain connections with people you know and trust. Review your connections often.
- Assume that ANYONE can see any information about your activities, personal life, or professional life that you post and share.
- Ensure that your family takes similar precautions with their accounts; their privacy and sharing settings can expose your personal data.
- Avoid posting or tagging images of you or your family that clearly show your face. Select pictures taken at a distance, at an angle, or otherwise concealed. Never post Smartphone photos and don't use your face as a profile photo, instead, use cartoons or avatars.
- Use secure browser settings when possible and monitor your browsing history to ensure that you recognize all access points.

Facebook Mobile Overview

As of January 2015, Facebook Mobile hosts 745 million daily mobile active users who accounts for over 60% of all mobile posts published to any online social networking service. Though privacy can still be achieved, mobile users place their personal identity data at a greater risk when compared to users logging in via desktop computer. This is in large part due to the fact that mobile devices provide Facebook with a means to access additional location information, contact lists, photos, and other forms of personal data. Use the following recommendations to best protect yourself against oversharing.

Facebook Mobile Settings

Facebook Mobile's general security settings closely resemble those of Facebook's desktop application. Click **More** on the Facebook banner and select **Settings**. From there, navigate through the **Security, Privacy, Timeline and Tagging, and Locations** tabs to apply the settings shown below.

The image shows four screenshots of the Facebook Mobile settings interface:

- Security Settings:** Shows 'Your Active Sessions' with details for a current session (Washington, DC, US) and 'Your Recognized Devices' including 'Facebook for iPhone' and 'Chrome on Windows'. A red arrow points to the 'Other devices' section with the text: "Review active sessions and devices to spot unauthorized activity".
- How You Connect:** Shows settings for 'Who can see my stuff?' and 'Who can look me up?' with options for 'Friends' and 'Public'.
- Timeline and Tagging:** Shows settings for 'Who can add things to my timeline?' and 'Who can see things on my timeline?' with options for 'Friends' and 'Public'.
- Location Settings:** Shows the 'Location History' toggle switch, which is currently turned off. A red arrow points to the toggle with the text: "Disable Location History to prevent Facebook from logging your precise location at all times".

iPhone Settings

The iPhone's security settings can help to further protect your personal data while you use the Facebook Mobile App. From the iPhone's **Settings** icon, select **Privacy** and navigate through the **Location Services, Photos, and Facebook** tabs to disable all of the permissions, as seen below.

The image shows three screenshots of the iPhone Settings app:

- Privacy Settings:** Shows 'Location Services' turned on and 'Photos' settings. Red arrows point from 'Location Services' and 'Photos' to the next screenshots.
- Location Services:** Shows the 'Facebook' app with its location services toggle turned off.
- Photos:** Shows the 'Facebook' app with its photo access toggle turned off.
- Facebook Settings:** Shows the 'Facebook' app with its account access permissions (Calendars, Contacts, Facebook) all turned off.

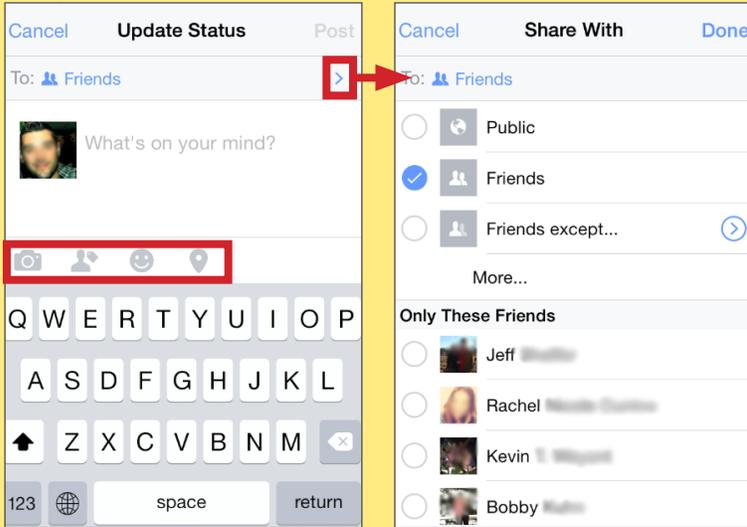
Android Settings

Android phones can be configured to protect your personal data while you access the Facebook Mobile App. Access the phone's general **Settings** feature and navigate through the **Location Access and Apps** tabs to limit the amount of data that Facebook can take from your device.

The image shows two screenshots of the Android Settings app:

- Location Access:** Shows 'Access to my location' turned off. A red arrow points from this screen to the next one.
- App info:** Shows the 'Permissions' section for the Facebook app, with 'Location access' highlighted. A red arrow points to this section with the text: "Review the permissions Facebook requires access to once the mobile app is downloaded".

Posting to Facebook



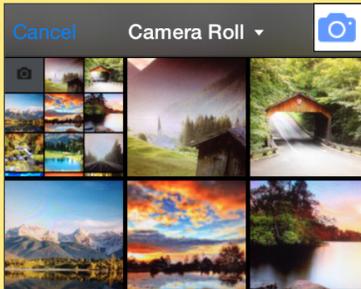
Facebook Mobile allows you to post new statuses, upload photos, or check-in to locations using the **Update Status** prompt. The icons highlighted on the update prompt, are intended to be shortcuts for adding further information about you to each post. Follow the guidelines outlined in this section to prevent oversharing your information and to maximize your security. Remember, it is always best to limit the amount of personal information shared online.



Selecting Your Audience

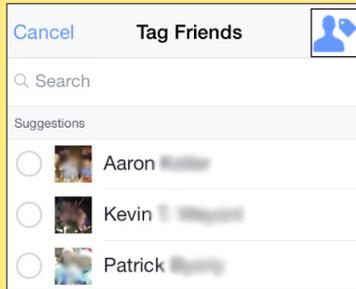
With every post, Facebook Mobile allows you to select the audience through the **Share With** prompt. For maximum privacy, select individual friends with whom you would like to share your post with. Never, make your posts available to the public.

Add Photos



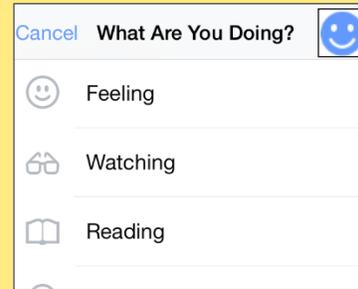
Avoid posting photos to timelines. These photos can often be viewed from your contacts' profile pages and can be saved without your knowledge or consent.

Tag Friends



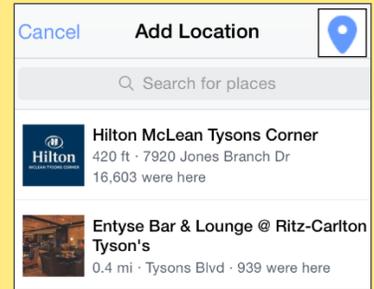
Tagging friends in individual posts extends the reach of your profile and your contacts' profiles. Limit the number of tags you post to your Facebook entries.

What Are You Doing?



This feature does not pose an immediate threat to your privacy. However, Facebook likely uses this information to push targeted ads to you based on your activities.

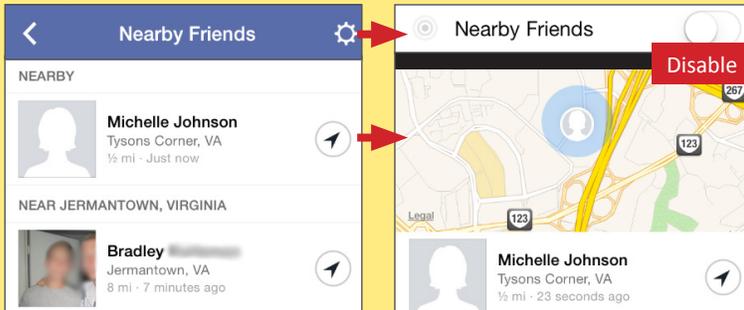
Add Location



Never disclose your location within a Facebook posting. Doing so allows Facebook to keep records on your whereabouts and allows others to see when you are away from home.

Nearby Friends

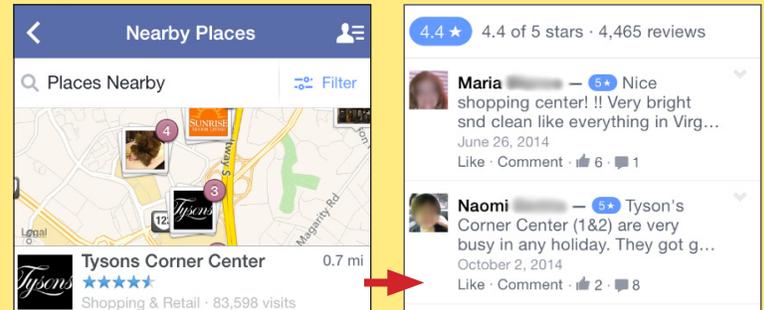
Nearby Friends is a feature that allows you to share your location with friends. When activated, this feature routinely broadcasts your approximate location to your friends. You also have the option to allow certain users to see your precise location for set periods of time.



When this feature is enabled, Facebook builds a history of your precise location. You can view and manage this information from the **Activity Log**. In general, avoid giving Facebook permission to track your location.

Nearby Places

Nearby Places is a feature that uses your GPS location to display local venues. When activated, the feature displays the distance to and ratings from other users about the destination. When a venue is selected, individual reviews appear with links to the posters' profiles. Don't post on these public threads.



To use this feature, you must have **Location History** enabled. This feature permits Facebook to track your precise location, even when the app is not in use. Avoid giving Facebook permission to track your location.

Useful Links - For more information or questions regarding this card email smartcards@novetta.com

A Parent's Guide to Internet Safety
 Privacy Rights Clearinghouse
 Microsoft Safety and Security
 Online Guardian

www.fbi.gov/stats-services/publications/parent-guide
www.privacyrights.org/fs/fs18-cyb.htm
www.microsoft.com/security/online-privacy/social-network
www.onguardonline.gov/topics/social-networking-sites.aspx

