

Social media privacy checkup

Social media networks are excellent tools for keeping in touch with friends and family, but it is important that you are careful about the kind of information you share online and who you allow to see it.

The Australian Cyber Security Centre lists these recommendations for using social networking sites:

- Take the time to read and understand the social network site's terms and conditions and privacy policy.
- Familiarise yourself with the site's privacy and security settings – make sure you're only sharing your information with the people you want to share it with.
- Protect your social media accounts with strong passwords.
- Think before you post. Once information is online it is almost impossible to remove. If unsure, ask yourself – would I be ok if this image or information was on the news or seen by my employer? If not, perhaps think again.
- Be particularly careful with information that could compromise the security of you and others, including:
 - dates of birth
 - addresses
 - information about your daily routine
 - holiday plans
 - your children's schools
 - photos of you or your family and friends.

Facebook

Facebook offers a comprehensive and easy-to-use suite of privacy controls – including options to retrospectively change the settings of old posts.

Privacy Checkup is a tool provided by Facebook for users to check and adjust privacy settings. Take the Privacy Checkup here:

<https://www.facebook.com/privacy/checkup>

Privacy Checkup allows you to make changes to a range of privacy settings, all in one place. It walks you through the most important settings on your Profile, such as choosing to whom your phone number, email address and birthday are visible.

You can also [retrospectively change the audience of all previous posts](#) (useful if you've previously shared content as Public, and now want some more privacy).

Twitter

Twitter offers privacy settings including the option to stop people you don't know seeing your tweets. [Click here to learn more about protecting your Tweets.](#)

In the Privacy and Safety menu, you can opt to 'Protect' tweets, which means you have to approve new followers, and only people who follow you can see your tweets.

You can also stop people tagging you in photos and decide whether to share your location in your tweets.

The main Privacy and Safety menu also offers options to Mute and Block individual users by username.

Instagram

Instagram offers a menu of privacy options, including the option to set your account to 'Protected', which means you approve future followers, and your content is not visible to anyone else.

For detailed instructions on adjusting your Instagram privacy settings, visit this page: <https://help.instagram.com/196883487377501>

LinkedIn

LinkedIn offers a dedicated 'Settings and Privacy' page, which lets you decide how visible your profile is, and to whom. This page also lets you decide whether or not to be visible to external search engines such as Google.

To review and adjust your LinkedIn privacy settings, visit this link: <https://www.linkedin.com/psettings/>