



# 101

## PRIVACY AND SAFETY TIPS

1. Your Facebook experience begins with "Adding a Friend." Before Adding a Facebook Friend, ask yourself: **"Would I trust this person alone in my home with mine and my family's most valuable possessions and information?"** If they don't pass the Trust test, don't add them.
2. Never, ever give your Facebook password out to anyone. Ever! Your Best Friend today might not be your best friend tomorrow. If that happens, they will first go to your Facebook profile to compromise your information, photos and videos.
3. Remember that what you put on the Internet stays there forever. You can do your best to hide your information and pictures, but you can't control who might see them. It's best to reflect a positive image and post only positive words, comments and pictures. Facebook is all about choices; the choices you make reflect who you are, what you think about in the world, and what you value.
4. Facebook lets you post personal information such as movies, music, your special interests, clubs you're in, info "About Me," and more. Facebook stores and can use your information so be careful not to add too much and especially no email addresses, telephone numbers, or your house address. Also, every word you add into the "Personal Information" section of "Edit Your Profile" turns into a searchable keyword on you. Less information is always safer.
5. If you choose to add a fun application to Facebook like "Bumper Stickers" or "Greeting Cards," you automatically give the developer of that application all of your information and photos – and all of your Facebook friends' information, too.
6. Don't post any pictures or comments that are embarrassing of you or your friends that could lead to you, or them, being cyber-bullied. Your photos can be stolen and held by another person, and then used against you in the future, when you least expect it. Also, it's unwise to "tag" your Friends in any photos as that photo will be sent out to their Friends' list against their wishes.
7. In your Privacy Settings under "Profile," - "Photos Tagged of You," set it to "Only Me." The same goes for "Videos Tagged Of Me" – set it to "Only Me."
8. Most employers, colleges and universities and anywhere someone will want you to help them (summer camp, swimming instructor, dance instructor, etc) will check your Facebook profile, in detail, to see what kind of material you are posting. In fact, as of April 2009 some companies and universities are insisting that you open your profile right in the interview to allow their experts to analyze and evaluate your profile!
9. Consider not using your Status Update. Updating your status means you reveal where you are or what you're doing, and any other information that a Facebook Friend or someone else can use.
10. Never use your own picture as your profile picture. It can be easily copied and transferred to someone else's computer and modified to embarrass you or ruin your reputation.
11. Be careful of what you write or post on your Friend's Wall. Your Friend's Wall can be viewed by all of their Friends. Consider using the "Send a Message" function when communicating as it's safer and is private between you and your Friend only - and is not publicly displayed.
12. Facebook is a valuable tool to connect with friends and family, and to post information that will help you move forward in your personal and professional life. Recognize, however, that nothing is truly private on Facebook, and apply your settings properly - and your experience should be very enjoyable.

### (PARENT) CONTACT INFORMATION

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