

✓ Ways to keep yourself safe & secure online

Use unique & strong passwords and two factor authentication, if available

Keep profiles private and keep personal information personal

Do not accept connection requests from people you don't know well

Be skeptical of messages. Do not click on suspicious links received via social media; e.g., "I can't believe I saw this photo of you!" with a link

Clean up your contact list at least once a year

Do not share personal information like mobile phone number or home address

Do not click on ads found within social media sites

Manage your privacy settings. They help you control who sees what you post and manage your online experience in a positive way

Remember: once posted, always posted

Report scammers and spammers. Remove anyone who is harassing or threatening you from your friends list; block them, and report them

Protect and secure your phone or mobile device

Be cautious of people & information on social networking sites

f Edit your Facebook privacy settings

- Make sure you know how to access and use Facebook's privacy settings.
 - Log in to Facebook, click the Settings menu
 - Select Privacy to view and edit who can see your photos, activity, and information
 - Select Apps and Websites to control access to your Facebook account by applications and websites
 - Select Blocking to block specific users or application invitations



Facebook help article

Adjust your Facebook privacy settings

<https://www.facebook.com/help/193677450678703>



Facebook help article

Basic Privacy Settings & Tools

<https://www.facebook.com/help/325807937506242>

in Review your LinkedIn security & privacy settings

- Manage your account information and privacy settings from your Settings & Privacy page.
 - Select a strong and unique password
 - Enable two factor verification
 - Check for connected devices
 - Don't connect to too many third-party apps
 - Manage your advertising preferences
 - Review your account and privacy settings



LinkedIn help article

Managing Your Account and Privacy Settings - Overview

<https://www.linkedin.com/help/linkedin/answer/66/managing-your-account-and-privacy-settings-overview>