



## Social Networks -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.

## Managing your Twitter Account

Twitter is a social networking and microblogging site whose users send and read text-based posts online. The site surged to worldwide popularity with +500 million active users as of 2012, generating 55 million Tweets and 1.6 billion search queries daily.

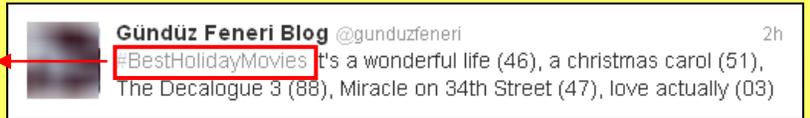


**Following** are people you subscribe to  
**Followers** subscribe to your tweets  
Private Tweets will only be visible to followers you approve

### Tweets

"Tweets" are short text-based messages – up to 140 characters – that users post to Twitter. "Tweet" can refer to a post as well or to the act of posting to Twitter. Tweets are public, indexed, and searchable unless protected by the user. Many users never Tweet, choosing only to follow persons or topics of interest.

**Hashtags (#topic)** are used to mark a keyword or topic in a Tweet. Posts with hashtag are categorized by topics in the Twitter search engine. Hashtagged words that become popular become Trending Topics (ex. #jan25, #egypt, #sxsw).

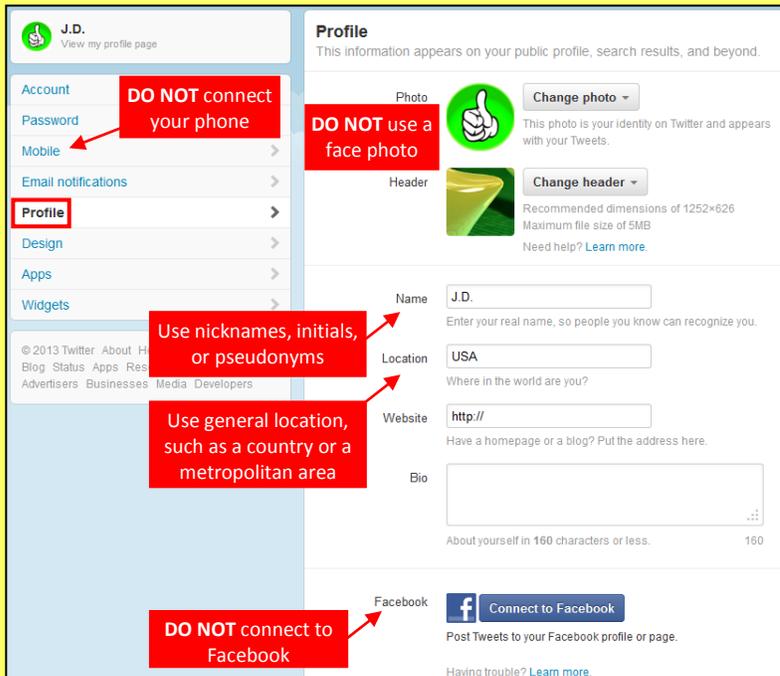


**Mentions (@username)** are used to tag a user in a Twitter update. When a public user mentions a private Twitter account, the link to the private account profile becomes public.



## Profile Settings

Apply the **Profile** settings shown below to ensure that your information is visible only to people of your choosing.



## Twitter Best Practices

- Avoid using hashtags (#) in updates to avoid being indexed and associated with a topic by Twitter Search.
- *Tweet responsibly.* Do not provide personal details regarding your whereabouts and activities in your post.
- Do NOT upload links to personal photos or websites on Twitter.
- Do NOT allow Twitter to use your location on mobile devices.
- Change your Twitter **username** frequently to limit your account exposure.



## Account Settings

Apply the **Account** settings shown below to ensure that your information is shared in a limited fashion.

### Account

Change your basic account, language, Tweet privacy, and location settings.

**Username**  Change every ~6 months  
<https://twitter.com/Delong1JW>

**Email**   
 Email will not be publicly displayed. [Learn more.](#)  
 Let others find me by my email address Uncheck

**Language**  ▼  
 Interested in helping translate Twitter? Check out the [Translation Center.](#)

**Time zone**  ▼

**Tweet location**  Add a location to my Tweets Uncheck  
 When you tweet with a location, Twitter stores that location. You can switch location on/off before each Tweet. [Learn more](#)  
 Click to delete all location data associated with your account  
 This will delete all location information from past Tweets. This may take up to 30 minutes.

**Tweet media**  Display media that may contain sensitive content  
 Mark my media as containing sensitive content  
 If you tweet images or videos that may contain sensitive content, please check this box so that people can be warned before they see it. [Learn more.](#)

**Tweet privacy**  Protect my Tweets Check  
 Your Tweets are currently protected. Only those you approve can access your Tweets. Your future Tweets will be visible to the public. [Learn more.](#)  
**Protecting your Tweets makes all your posts private. Only those who you approve can access your tweets.**

**Personalization**  Tailor Twitter based on my recent website visits Uncheck  
 Preview suggestions tailored for you (not currently available to all users). [Learn more](#) about how this works and your additional privacy controls.  
 Do Not Track  Check  
 While you have Do Not Track turned on, your visits to sites that feature Twitter are not available to personalize your experience.

**Password reset**  Require personal information to reset my password Check

**Your Twitter archive**  Review your posted information frequently  
 You can request a file containing your information, starting with your first Tweet. A link will be emailed to you when the file is ready to be downloaded.

### Your pending follower requests

**Jess M Chung** @jessmchung  
*I spend a lot of time thinking about all the things I'd buy or eat. That and complaining.*

### Deactivating / Delete Your Twitter Account

To deactivate your account, go to **Settings** and select **Account**. At the bottom of the page, click **"Deactivate my account."** After deactivation, the user can reactivate the account within **30 days**. After 30 days, the account is permanently **deleted**.

## Notification & Application Settings

Maintain a small digital footprint by minimizing the number of notifications. Revoke access to unnecessary third party applications.

### Email notifications

Control when and how often Twitter sends emails to you. [Learn more.](#)

**Activity related to you and your Tweets**

Email me when  My Tweets are marked as favorites Private Tweets cannot be retweeted  
 Check

My Tweets are retweeted Check

My Tweets get a reply or I'm mentioned in a Tweet Check

Someone sends me a follow request  
 I'm sent a direct message Direct messages are never visible to the public  
 Someone shares a Tweet with me  
 Someone from my address book joins Twitter

**Activity from your network**

Email me with  Top Tweets and Stories  
 Check  
 Updates about activity from my Twitter network

### Updates from Twitter

Email me with  News about Twitter product and feature updates Twitter updates may highlight new security tools or possible risks  
 Tips on getting more out of Twitter  
 Things I missed since I last logged into Twitter  
 News about Twitter on partner products and other third party services  
 Participation in Twitter research surveys  
 Suggestions about people I may know on Twitter  
 Suggestions based on my recent follows

### Applications

These are the apps that can access your Twitter account. [Learn more.](#)

**Photos on iOS** by Apple® Learn how to revoke an iOS app.  
 Whether you're flicking through an album or zooming in to see the smallest detail, you'll be amazed at how sharp, vibrant, and beautiful your photos look. And so will everyone you show them to.  
 read and write access  
 Approved: Sunday, March 11, 2012 9:57:28 PM

**iOS** by Apple®  
 iOS 5 Twitter integration  
 read and write access  
 Approved: Sunday, March 11, 2012 9:56:33 PM Revoke access

## Useful Links

A Parent's Guide to Internet Safety  
 Privacy Rights Clearinghouse  
 Microsoft Safety & Security  
 OnGuard Online

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

