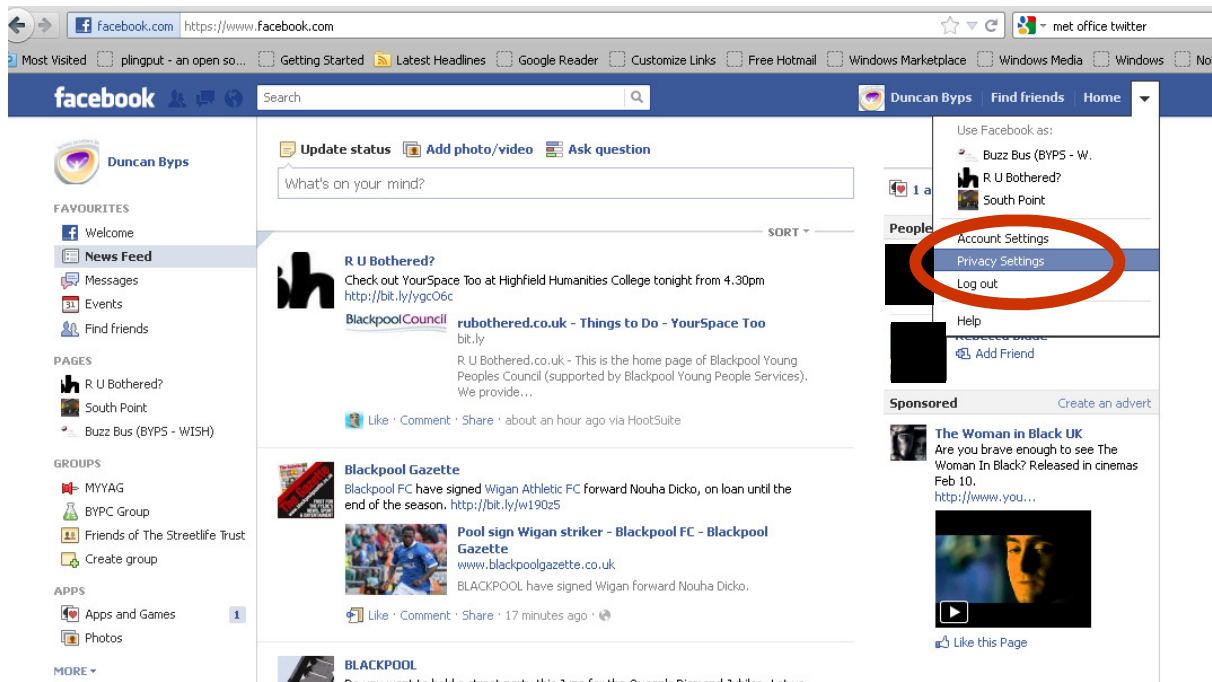


Facebook Privacy MOT

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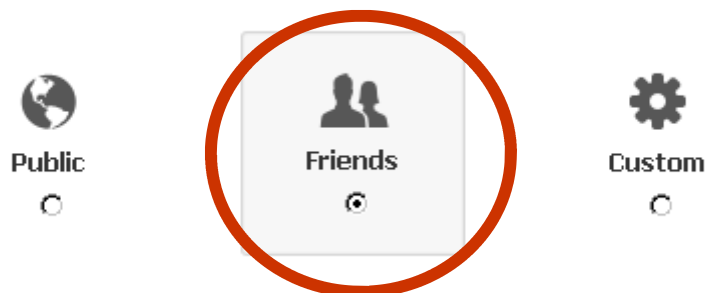
Step 1

To get started with your Facebook Privacy MOT access the Privacy Settings page as shown below.



Step 2

The first thing to do is set your default privacy setting. Whenever you post something on Facebook (a status, photos, links or anything else) you can set who can view it. This can be either Public (where anyone can see it), Friends (where only your Facebook Friends can see it) or Custom (where you can choose selected Facebook Friends to see it or not see it). It is recommended that you set this to Friends as shown below.



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Step 3

Now we're going to look at "How you connect". Click the Edit Settings link (shown below) to get started.



How you connect

Control how you connect with people you know.

[Edit Settings](#)

Using the drop down options (shown below) you can change who is allowed to connect with you using Facebook. The settings we have shown below are the best way of ensuring you are well protected. When you are finished, click done.

How you connect

Who can look up your profile by name or contact info? Friends

Who can send you friend requests? Everyone

Who can send you Facebook messages? Friends

Who can post on your Wall? Friends

Who can see Wall posts by others on your profile? Note: Stories about Likes, friendships and some other types of wall content aren't included in these settings.) Friends

[Learn more](#) Done

Facebook Privacy MOT

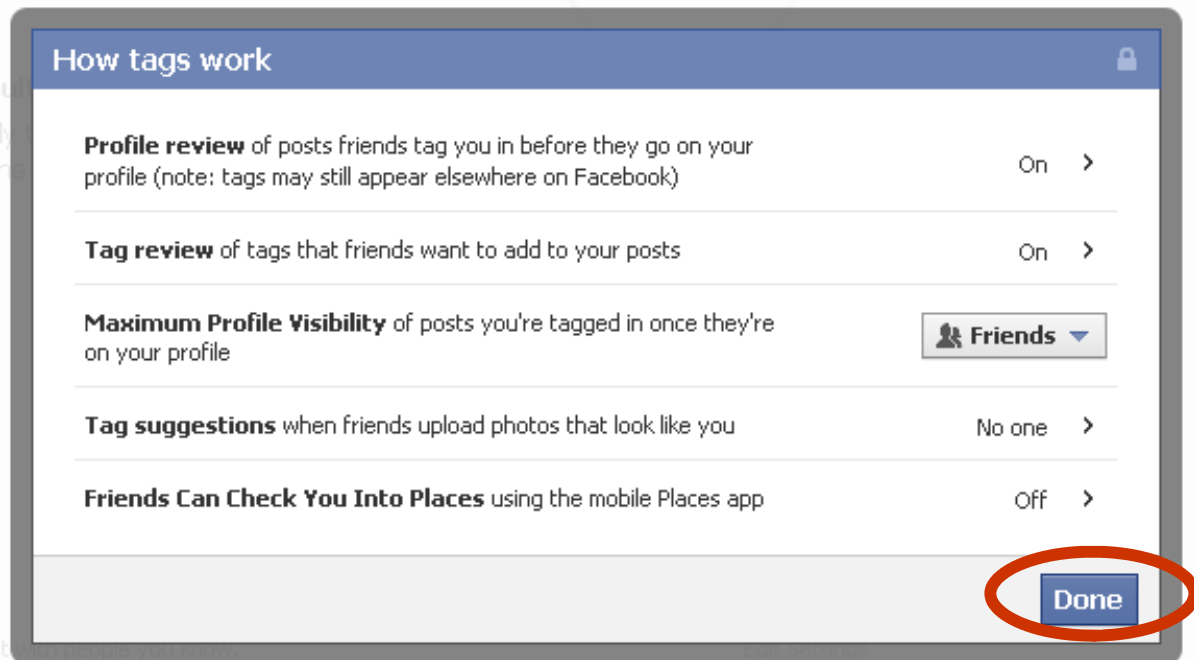
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Step 4

Now we're going to look on "How tags work". Click the Edit Settings link (shown below) to get started.



Using the options (shown below) you can change how people can tag you on Facebook. The settings we have shown below are the most secure. When you are finished, click done.



Profile review - having this set to "On" means when someone tags you in a post, you have to approve it before it appears on your profile.

Tag review - having this set to "On" means when someone tags one of your posts, you can approve it before it is public.

Tag suggestions - having this set to no-one means Facebook will not suggest to people that they should tag you in photos that look like you but might not be.

Friends can check you into places - having this set to "Off" means people can't check you in on Facebook places if you don't want people knowing where you are.

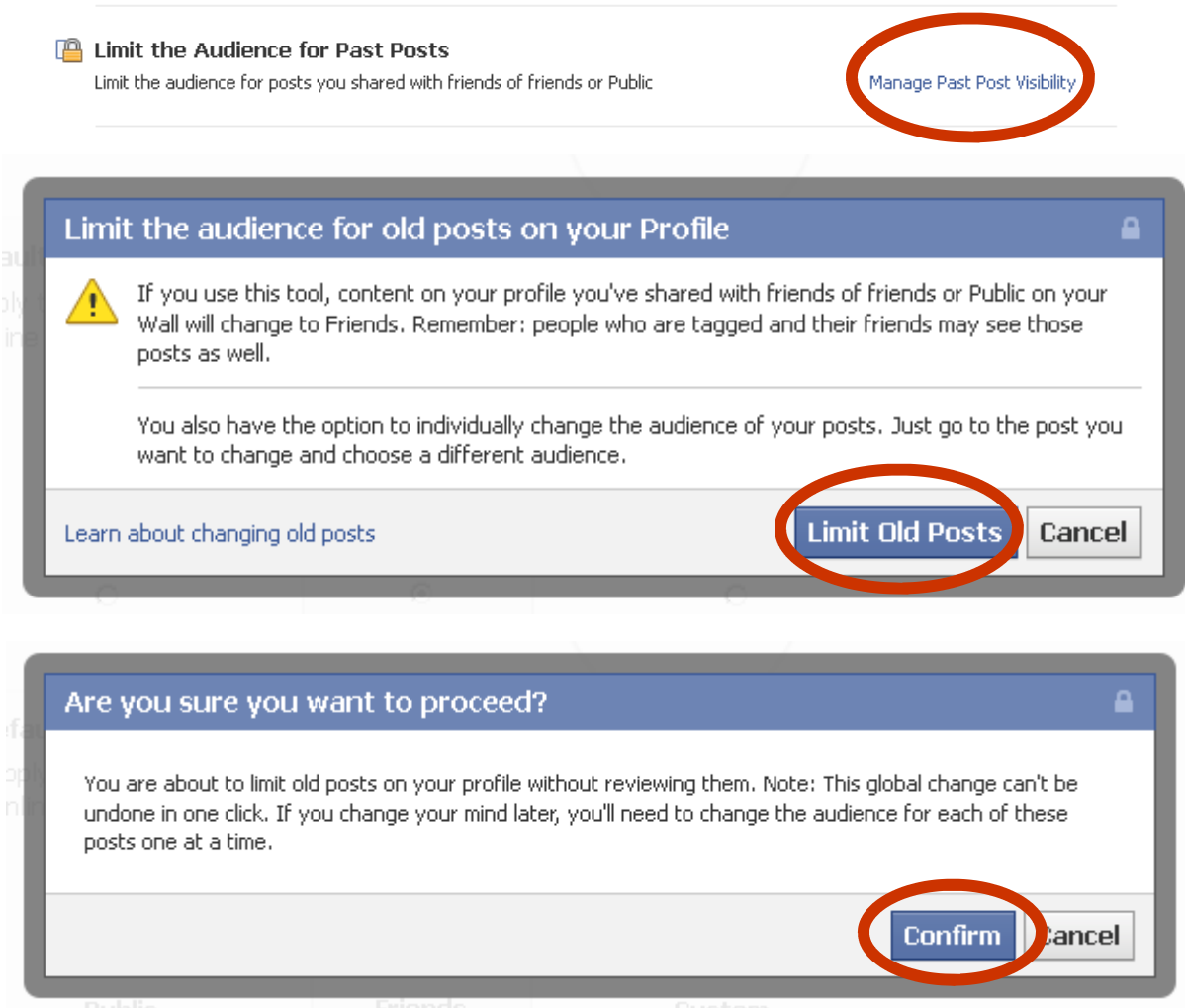
For more information about e-safety go online to www.blackpool.gov.uk/esafety

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Step 5

When you've updated your "How you connect" settings (see Step 2) this will apply to anything you post from now onwards but not past posts. To set all of your past posts to friends only you can use the "Limit the Audience for Past Posts" function by clicking Management Post Visibility, then Limit Old Posts and then Confirm (shown below).



Step 6

Facebook often makes changes to its Privacy Settings so we recommend that you frequently check your settings. Every six months should usually be enough to keep you secure.

Facebook has its own online safety centre at www.facebook.com/help/safety

You can report anything you are worried about at www.facebook.com/report

For more information about e-safety go online to www.blackpool.gov.uk/esafety