### **INSTAGRAM PRIVACY QUICK SHEET**

#### PAGE ONE

# This page is not designed to be an exhaustive list of settings to check, but should provide an overview of some of the key things to consider.

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Cancel		EDIT PROFILE	Done
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	Webs	site	
6	Hi m	y name is Joe an	nd I live at

 Hi my name is Joe and I live at 28 Fake Street in Derby. I go to Landau Forte College. My hobbies are playing football and playing the guitar.

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<	Options	
Account		
Photos of You		>
Story Settings		>
Edit Profile		>
Change Passw	ord	>
Posts You've L	iked	>
Two-Factor Au	thentication	>
Blocked Users		>
Switch to Busi	ness Profile	>
Private Accour	nt	

When your account is private, only people you approve can see your photos and videos on Instagram. Your existing followers won't be affected.

Instagram settings can mostly only be changed using the app itself rather than on the website. Go to your profile and click on Edit Profile.

#### Name

Your name is displayed publically on your profile. It is advised not to display your full name.

#### Bio

Your description is also publically available to anybody that views your profile. Make sure that it doesn't include any personal information such as your birthday, address or school name.

#### **Private Account**

If you enable this setting, users have to request to view your posts before they can do so. You can then approve these users on an individual basis. It is highly recommended that you enable this feature.

#### Story Settings

Your story can be viewed by anybody that followers you. You can limit this audience, by restricting access to certain followers.

You can also disable the ability for people to reply and / or share you stories with other followers.

## **INSTAGRAM PRIVACY QUICK SHEET**

PAGE TWO



When posting on Instagram, you can set it up so that it automatically posts your photo on Facebook, Twitter, Tumblr or Flickr.

If you have any of these enabled, you need to think about who can also see these platforms as setting your Instagram profile to private will be undone if you share the photo to another social media profile that is public.