MANAGING YOUR INSTAGRAM ACCOUNT

PRIVACY SETTINGS

Click the hamburger button.

Click on the profile icon at the bottom of your screen.

Toggle on to manually review any photos or videos before they are added to your account by other users.
**SECURITY SETTINGS**

**RECOMMENDED:** Turn on to receive a code to ensure you are the one logging into your account. This prevents others from logging in to your account without your knowledge.

**Toggle off to prevent followers from sharing your story as a message.**

**Toggle off so others can’t see when you are active on Instagram.**

**Review which apps or websites have access to your Instagram account.**

**EFFECTIVE ON: 06/27/2022**
THINGS TO REMEMBER

- **MAKE YOUR ACCOUNT PRIVATE** - Instagram accounts are accessible to the public; therefore, anyone can view your profile, photos, videos, and stories and comment on them. To allow only approved followers to be able to view your posts, set your account to private.

- **HIDE ACTIVITY STATUS** - Individuals you follow or have direct conversations with can by default see when you were last active on Instagram. Turn off the visibility of your status.

- **REMOVE FOLLOWERS** - Remove individuals or followers from your friends list if you no longer want them to see your new posts. This can work for both public and private accounts.

- **HIDE STORIES/RESTRICT DIRECT MESSAGING AND SHARING** - If you don’t want to share photos or videos with all followers select specific individuals e.g. family.

- **BLOCK COMMENTS** - If you are annoyed by the constant inappropriate comments on your posts, you can stop this by blocking individuals from commenting.

- **REMOVE TAGS** - Remove or disable your tagging option in settings to prevent posts you are tagged in from automatically being added to your Instagram profile by default.

USEFUL LINKS

- **A Parent’s Guide to Internet Safety**
  www.fbi.gov/stats-services/publications/parent-guide

- **Wired Kids**
  www.wiredkids.org

- **Microsoft Safety & Security**

- **OnGuard Online**
  https://www.consumer.ftc.gov/features/feature-0038-onguardonline

- **Instagram Help**
  https://help.instagram.com