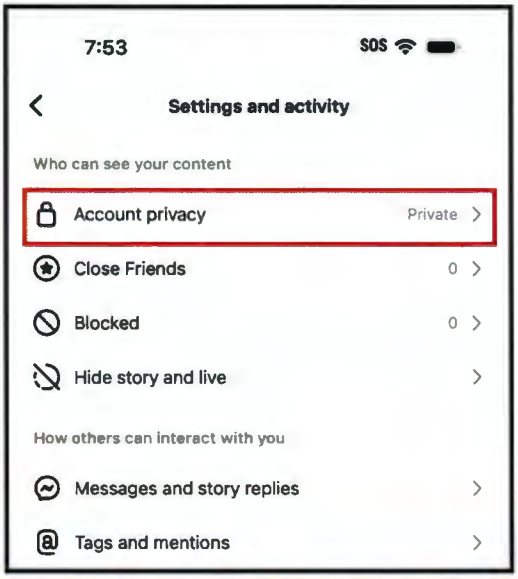
Instagram mobile smart card

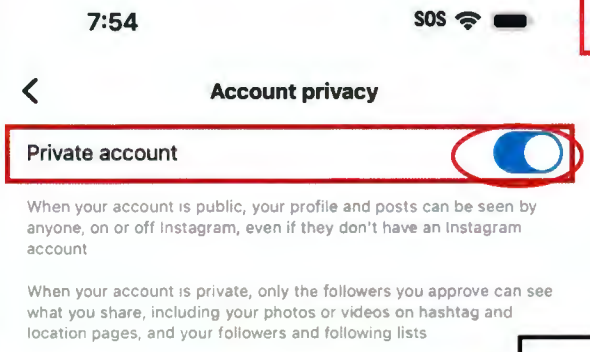
MANAGING YOUR INSTAGRAM ACCOUNT

MAKE YOUR ACCOUNT PRIVATE

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

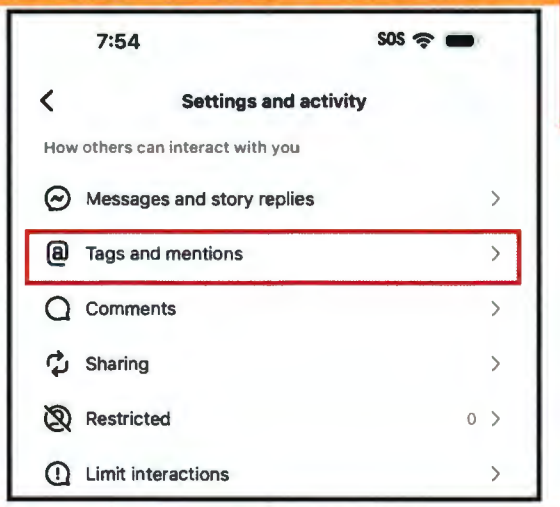
Click the hamburger button.



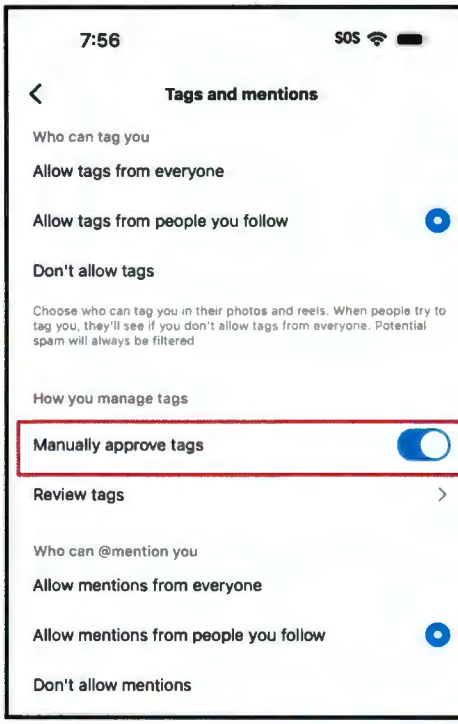


Toggle on to move account private.

TAGGING AND SHARING



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



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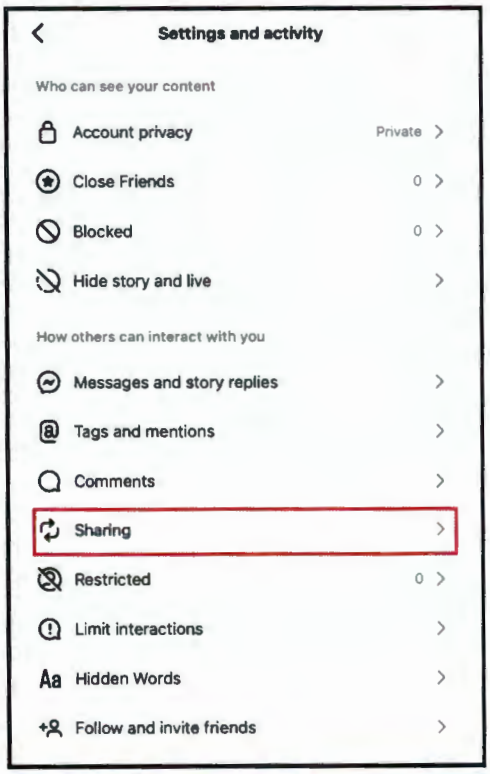
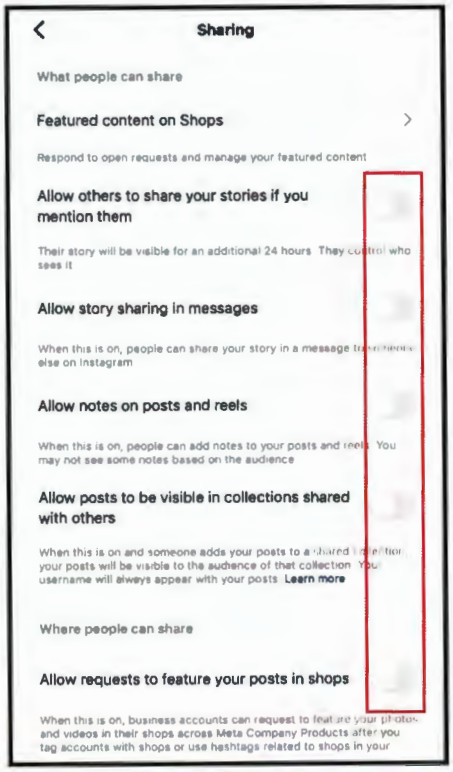
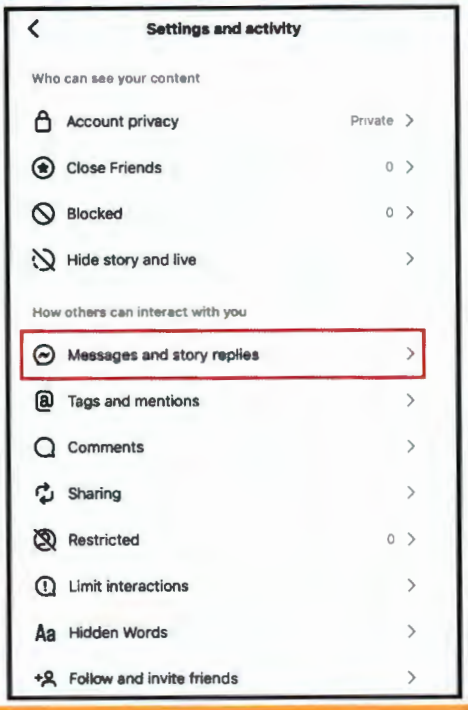
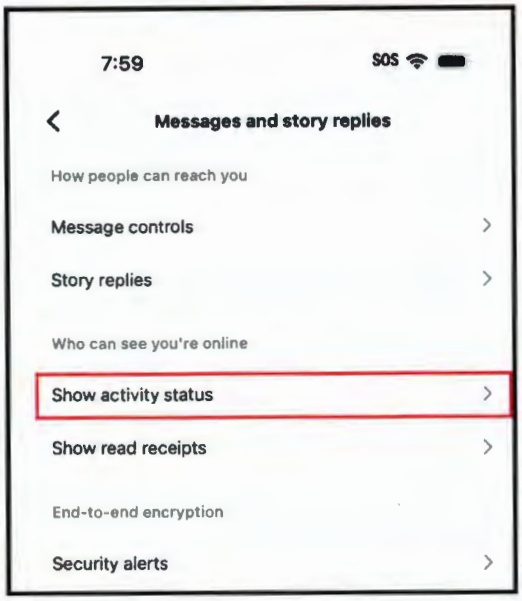
Toggle off to prevent followers from sharing your story as a message, sharing your posts, embedding your posts in websites or featuring your posts in shops.





SECURITY SETTINGS - ACTIVITY STATUS





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

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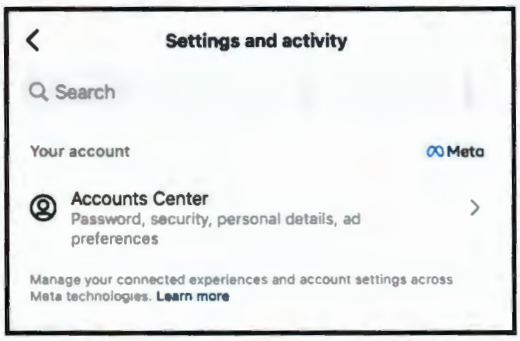
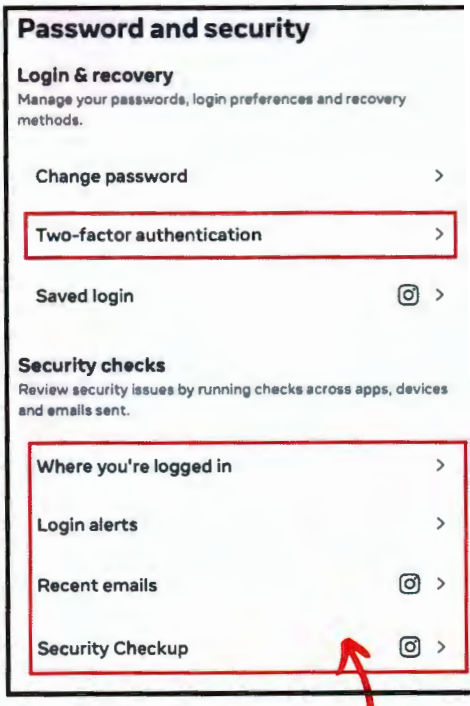
MULTI-FACTOR AUTHENTICATION



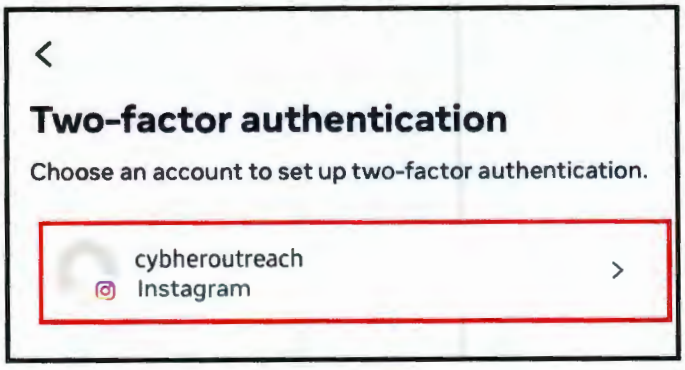
Touch the **Accounts Center** to access **Account settings**, then **Password and security**

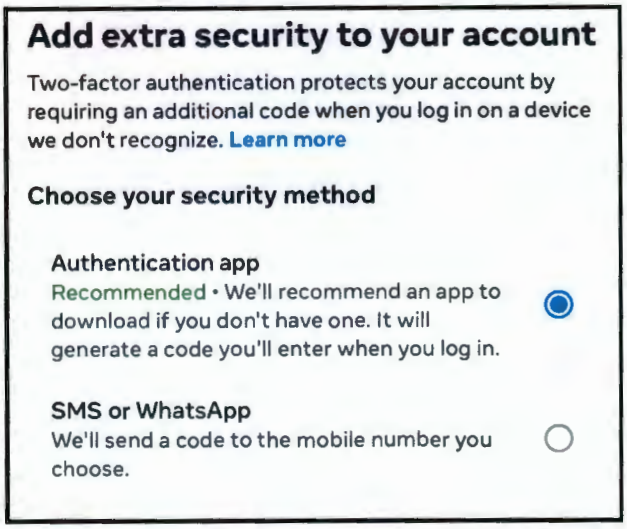


RECOMMENDED: Turn on **Two-factor authentication (2FA)** to receive a code to ensure you are the one logging into your account. This prevents others from logging in to your account without your knowledge. Using an **Authentication app** is more secure than **Text message** and is the recommended **2FA** method.

Review the Security checks to see

- devices you're **logged into.**
- login alerts you would like to receive.
- **recent emails** that have been sent.
- run a **Security Checkup** to help secure your account.





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

Safe Search Kids

https://www.safesearchkids.com/

Microsoft Safety & Security

https://support.microsoft.com/en-us/help/4091455/windows-protect-privacy-internet

OnGuard Online

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

Instagram Help

https://help.instagram.com