Instagram *desktop*

smart card

MANAGING YOUR INSTAGRAM ACCOUNT

Instagram

- ⌂ Home
- 🔍 Search
- ⊘ Explore
- ▶ Reels
- 💬 Messages
- ♡ Notifications
- ⊕ Create
- Profile
- ◉ Threads
- ☰ More

Settings

∞ **Meta**

Accounts Center

Manage your connected experiences and account settings across Meta technologies

- ⊙ Personal details
- ⊘ Password and security
- ▦ Ad preferences

See more in Accounts Center

∞ **Meta**

Accounts Center

Manage your connected experiences and account settings across Meta technologies like Facebook, Instagram and Meta Horizon. Learn more

- ⊙ Profiles
- ⧩ Connected experiences

Account settings

- ⊘ Password and security
- ▤ **Personal details**
- ▦ Your information and permissions
- 📢 Ad preferences
- ▭ Meta Pay
- ⊘ Show your profile is verified
- ⊚ Accounts

Account settings

- ⊘ Password and security
- ▤ Personal details
- ▦ Your information and permissions
- 📢 Ad preferences
- ▭ Meta Pay
- ⊘ Show your profile is verified
- ⊚ Accounts

Click on the hamburger icon. Click on Settings.

Your information and permissions can be updated by clicking here

Allows you to update your personal information. This is also where you can deactivate or delete your account.

PASSWORD & SECURITY

∞ Meta

Accounts Center

Manage your connected experiences and account settings across Meta technologies like Facebook, Instagram and Meta Horizon. Learn more

- 👤 Profiles
- ⋔ Connected experiences

Account settings

- 🛡 **Password and security**
- 🪪 Personal details
- 🗄 Your information and permissions
- 📢 Ad preferences
- 💳 Meta Pay
- ✓ Show your profile is verified
- ⊚ Accounts

Password and security

Login & recovery
Manage your passwords, login preferences and recovery methods.

Change password	›
Two-factor authentication	›

Security checks
Review security issues by running checks across apps, devices and emails sent.

Where you're logged in	›
Login alerts	›
Recent emails	⌾ ›

Under Security Checks you can:

- See what devices are connected to your account. Log out of all devices that your account is signed in on.
- Set alerts to be notified about unrecognized logins to your account.
- See recent security emails

RECOMMENDED: Set up Two-factor authentication to receive a code to ensure you are the one logging into your account. This prevents others from logging into your account without your knowledge.

AD PREFERENCES

Use ad preferences to control what ads you see and the infromation used to show you ads.

∞ **Meta**

Accounts Center

Manage your connected experiences and account settings across Meta technologies like Facebook, Instagram and Meta Horizon. Learn more

👤 Profiles

⅘ Connected experiences

Account settings

🛡 Password and security

🗐 Personal details

🗎 Your information and permissions

📢 **Ad preferences**

🗖 Meta Pay

⊘ Show your profile is verified

⊚ Accounts

Ad preferences

Take control of your ad experience and the information used to show you ads.

Customize ads | Manage info |

Information used to show you ads

Activity information from ad partners
Choose whether we use this information to show you ads that are more relevant to you
Using this information   >

Audience-based advertising   >
Advertisers using your activity or information

Other settings

Social interactions   >
Choose who can see your social interactions alongside ads.
Friends

Learn more about ads privacy

Find out more about what information is used to show you ads, and how you can control your privacy.

What information is used to show me ads?

We show you ads based on your information and activity. You get to control these settings.

Does Meta sell my information?

No. We never sell your information.

>

| More details | | More details |

Learn more in Privacy Center

Click on Learn more in Privacy Center to access more information about privacy and controlling your privacy.

SETTINGS OPTIONS

How you use Instagram

- ⊚ Edit profile
- 🔔 Notifications

What you see

- 🔇 Muted accounts
- 🚫 Like and share counts
- 👑 Subscriptions

Who can see your content

- 🔒 **Account privacy**
- ⭐ Close Friends

Account privacy

Private account ⬤◯

When your account is public, your profile and posts can be seen by anyone, on or off Instagram even if they don't have an Instagram account.

When your account is private, only the followers you approve can see what you share, including your photos or videos on hashtag and location pages, and your followers and following lists. **Learn more**

Who can see your content

- 🔒 Account privacy
- ⭐ Close Friends
- 🚫 Blocked
- 🚫 Hide story and live

How others can interact with you

- ⊘ Messages and story replies
- @ **Tags and mentions**
- 💬 Comments

Tags and mentions

Who can tag you

Choose who can tag you in their photos and videos. When people try to tag you they'll see if you don't allow tags from everyone.

Allow tags from everyone

Allow tags from people you follow

Don't allow tags ⦿

Manually approve tags ☐

Who can @mention you

Choose who can @mention you to link your account in their stories comments, live videos, and captions. When people try to @mention you, they'll see if you don't allow @mentions.

Allow mentions from everyone

Allow mentions from people you follow ⦿

Don't allow mentions

EFFECTIVE ON: JULY 2024

CONSUMER PROTECTION
OFFICE OF ATTORNEY GENERAL

PRIVACY CENTER

Click on and use Common privacy settings to manage audience settings. You can make your account private and review tags before they appear on your profile.

∞ Meta

Privacy Center

🏠 Privacy Center home

🔍 Search

⚙ Common privacy settings

🛡 Privacy topics

🔒 Privacy Policy ⌄

ⓘ Other policies and articles ⌄

Privacy Center

Make the privacy choices that are right for you. Learn how to manage and control your privacy on Facebook, Instagram, Messenger, and other Meta Products.

We build privacy into our products

Privacy Checkup
Tools like Privacy Checkup make it easy for you to take control of your privacy.

Private messaging ›
Our messaging products offer end-to-end encryption so your conversations stay safe and secure.

Settings to help control your privacy
We build easy-to-use settings you can use to make the privacy choices that are right for you.

Click on and use Privacy topics to learn more about your privacy and the tools you can use to make changes to protect your privacy.

Review settings

Privacy topics
Get answers to your privacy questions and manage your privacy in a way that's right for you.

Information
Review and manage your information across your accounts

Generative AI
Generative AI at Meta

›

CONSUMER PROTECTION OFFICE OF ATTORNEY GENERAL Ⓓ

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
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