



# SOCIAL MEDIA SNAPSHOT

facebook®

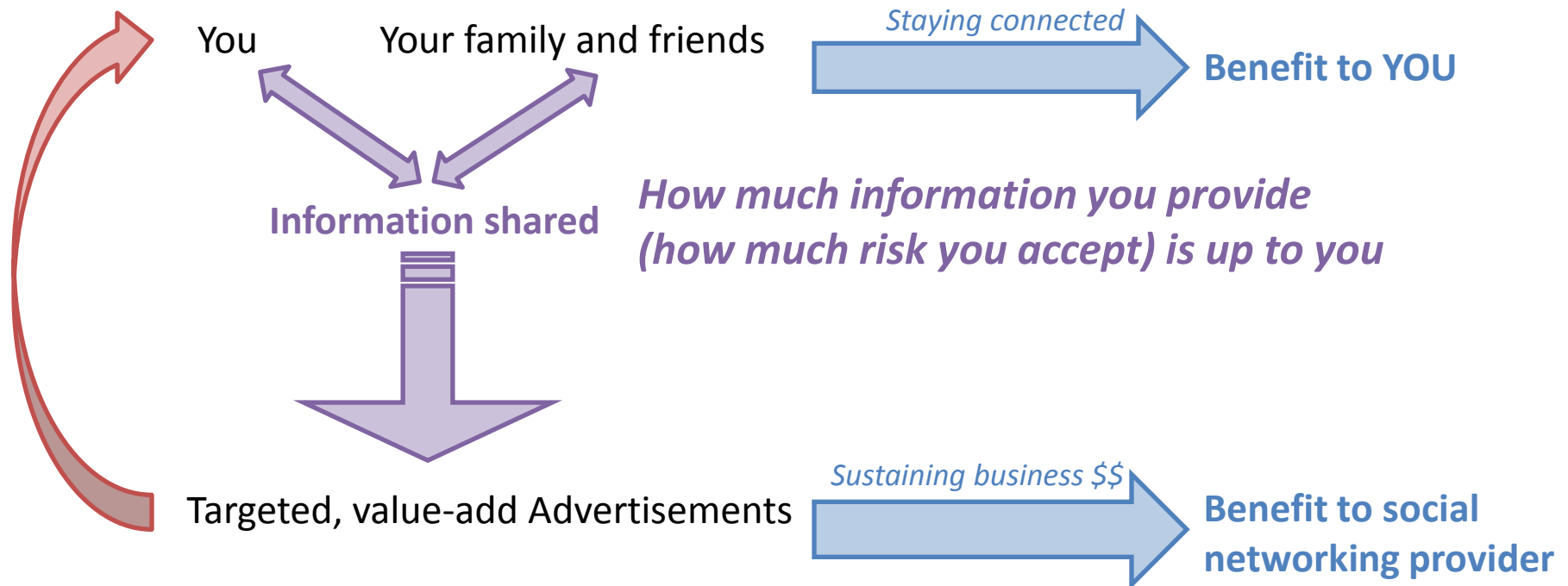


PROTECT YOURSELF...



FACEBOOK PRIVACY SETTINGS

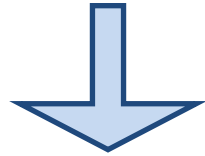
# Social networking will always be a tradeoff between safeguarding your privacy and enjoying the benefits of socializing online



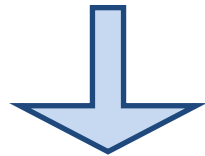
<http://socialmedia.defense.gov/index.php/2009/11/02/is-your-social-media-site-protected/>

# Most information used by social networking providers & advertisers is intended to provide you value

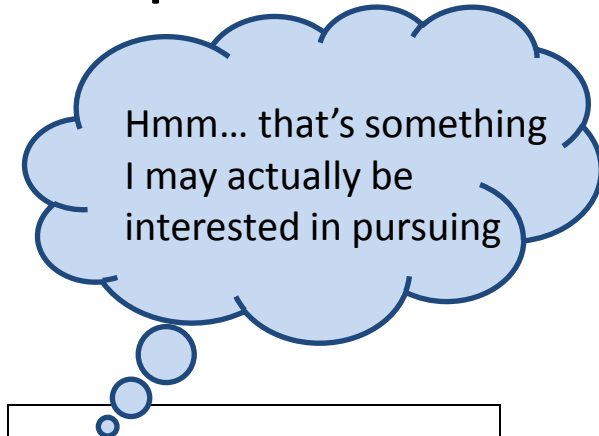
I post an update to Facebook mentioning “teachers”



This information is filtered by the social networking provider and marketed to advertisers to provide offers or services that you may like



**RESULT:** University of Southern California advertisement appears on my page recommending a master’s degree program to become a teacher



**Become a teacher** ✕

Get a Master's and teaching credential from the University of Southern California's Master of Arts in Teaching program delivered online

Like

But when information about us or associated with us is shared publically, it can foster spam or even malicious behavior

## Risks Associated with Sharing Too Much Information

- Operations security violation
- Identify theft
- Home break-ins/theft
- E-mail viruses
- Solicitors / spam



# Facebook is all about sharing—with our friends, family members, Airmen and the general public

1. Some information we want to spread as far and wide as possible (e.g. public affairs messaging & crisis communications)
2. Some information we only want to share with our friends & family
3. And some information we don't want to share with anyone (in particular, information that could compromise OPSEC)!\*



\*Information that could compromise OPSEC should not be shared anywhere on an unsecured social networking site, regardless of your privacy settings

Even though you should assume that all information you share on Facebook could be made public, there are some precautions you can take to keep the information you want to stay just between friends from being shared publically

We encourage Airmen, civilian personnel, and their family members to use the following minimum recommended privacy settings on Facebook. It is your decision to share more or less information, just make it an informed decision!

## **A STEP-BY-STEP GUIDE TO YOUR PRIVACY SETTINGS**



# What your privacy dashboard should look like when you are finished customizing your settings

 Sharing on Facebook

*Just because the "other" category is selected does not mean the specific recommended settings are in place, so be sure to go through guide.*











	Everyone	Friends of Friends	Friends Only	Other
My status, photos, and posts			■	
Bio and favorite quotations				■
Family and relationships			■	
Photos and videos I'm tagged in				■
Religious and political views				■
Birthday			■	
Can comment on posts			■	
Email addresses and IM				■
Phone numbers and address				■

**Note: These are minimum recommended privacy settings—you may choose to share less information if you desire**

 [Customize settings](#)  This is your current setting.



 **Tracy Johnson**  
[Edit My Profile](#)


-  **News Feed**
-  Messages (88)
-  Events (5)
-  Photos
-  Friends
-  Applications
-  Games
-  Ads and Pages
-  Groups
-  Marketplace (18)

**Friends Online**

- 
- 
- 
- 

 **News Feed** Top News · Most Recent

What's on your mind?

 **Adam Conner** likes [Entourage](#) and 11 other pages.  
 6 minutes ago

 **U.S. Pacific Command** Cooperation Afloat Readiness and Training (CARAT) is a series of bilateral exercises held annually in Southeast Asia to strengthen relationship and enhance force readiness.









**Exercise CARAT 2010**  
8 new photos

Start here

**Events**

What are...

-  5 eve [Edit Friends](#)
-  31 Patio [Manage Pages](#)
-  DeAn Party [Account Settings](#)
-  10:00p [Privacy Settings](#)
-  Kamp Down [Application Settings](#)
-  Danny [Help Center](#)
- [Logout](#)

See More

**Sponsored** [Create an Ad](#)

**Update Fans via iPhone** x

 Facebook

Facebook for iPhone app: click "Friends" then click "Pages" on the bottom right to see Pages you admin to update status or photo.

 Like

**Requests** [See All](#)

## Choose Your Privacy Settings

### Basic Directory Information

To help real world friends find you, some basic information is open to everyone. We also suggest setting basics like hometown and interests to everyone so friends can use those to connect with you. [View settings](#)

Click here

### Sharing on Facebook

	Everyone	Friends of Friends	Friends Only	Other
Everyone				
Friends of Friends				
Friends Only				
Recommended				
Custom				
My status, photos, and posts			<input type="checkbox"/>	
Bio and favorite quotations				<input type="checkbox"/>
Family and relationships			<input type="checkbox"/>	
Photos and videos I'm tagged in				<input type="checkbox"/>
Religious and political views				<input type="checkbox"/>
Birthday			<input type="checkbox"/>	
Can comment on posts			<input type="checkbox"/>	
Email addresses and IM				<input type="checkbox"/>
Phone numbers and address				<input type="checkbox"/>

[Customize settings](#)  This is your current setting.

### Applications and Websites

[Edit your settings](#) for using applications, games and websites.

### Block Lists

[Edit your lists](#) of blocked people and applications.

### Controlling How You Share


[Learn more](#) about your privacy on Facebook.


◀ Back to Privacy


Preview My Profile

Your name, profile picture, gender and networks are always open to everyone ([learn why](#)). We suggest leaving the other basic settings below open to everyone to make it easier for real world friends to find and connect with you.


 **Search for me on Facebook** This lets friends find you on Facebook. If you're visible to fewer people, it may prevent you from connecting with your real world friends. 🔒 Friends of Friends ▼

 **Send me friend requests** This lets real world friends send you friend requests. If not set to everyone, it could prevent you from connecting with your friends. 🔒 Everyone ▼

 **Send me messages** This lets friends you haven't connected with yet send you a message before adding you as a friend. 🔒 Everyone ▼

 **See my friend list** This helps real world friends identify you by friends you have in common. Your friend list is always available to applications and your connections to friends may be visible elsewhere. 🔒 Friends Only ▼

 **See my education and work** This helps classmates and coworkers find you. 🔒 Friends Only ▼

 **See my current city and hometown** This helps friends you grew up with and friends near you confirm it's really you. 🔒 Friends Only ▼

 **See my interests and other Pages** This lets you connect with people with common interests based on things you like on and off Facebook. 🔒 Friends Only ▼

**Then change settings to match what's shown at left**

## Choose Your Privacy Settings

### Basic Directory Information

To help real world friends find you, some basic information is open to everyone. We also suggest setting basics like hometown and interests to everyone so friends can use those to connect with you. [View settings](#)

### Sharing on Facebook

	Everyone	Friends of Friends	Friends Only	Other
Everyone				
Friends of Friends				
Friends Only				
Recommended				
Custom				
My status, photos, and posts			■	
Bio and favorite quotations				■
Family and relationships			■	
Photos and videos I'm tagged in				■
Religious and political views				■
Birthday			■	
Can comment on posts			■	
Email addresses and IM				■
Phone numbers and address				■

**Click here**

[Customize settings](#)

This is your current setting.

### Applications and Websites

[Edit your settings](#) for using applications, games and websites.

### Block Lists

[Edit your lists](#) of blocked people and applications.

### Controlling How You Share

[Learn more](#) about your privacy on Facebook.

◀ Back to Privacy

Preview My Profile

Customize who can see and comment on things you share, things on your Wall and things you're tagged in.

Things I share

**Posts by me**

Default setting for posts, including status updates and photos

🔒 Friends Only ▼

**Family**

🔒 Friends Only ▼

**Relationships**

🔒 Friends Only ▼

**Interested in and looking for**

🔒 Only Me ▼

**Bio and favorite quotations**

🔒 Friends Only ▼

**Website**

🔒 Friends Only ▼

**Religious and political views**

🔒 Only Me ▼

**Birthday**

🔒 Friends Only ▼

[Edit album privacy](#) for existing photos.

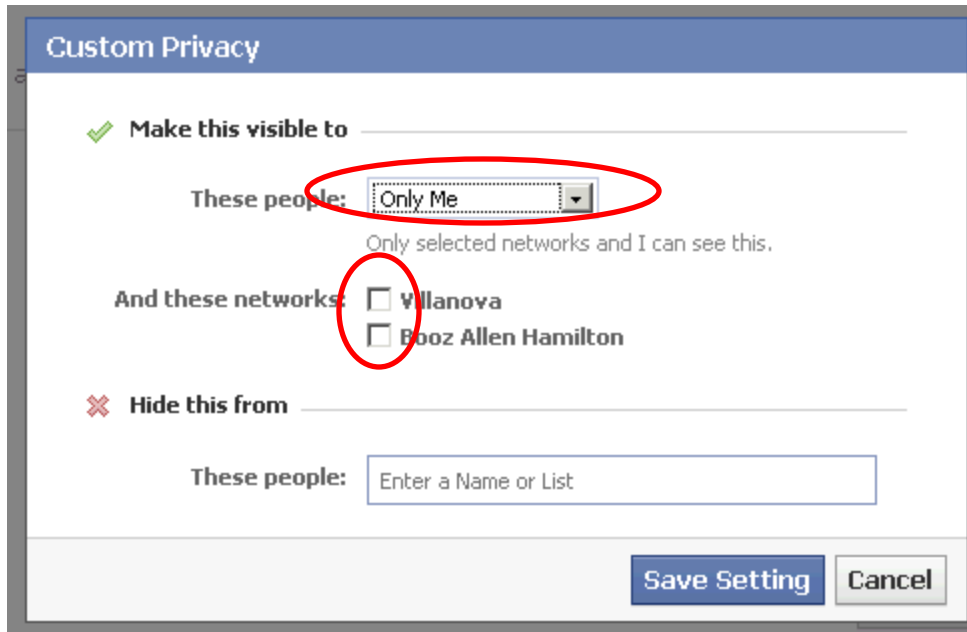
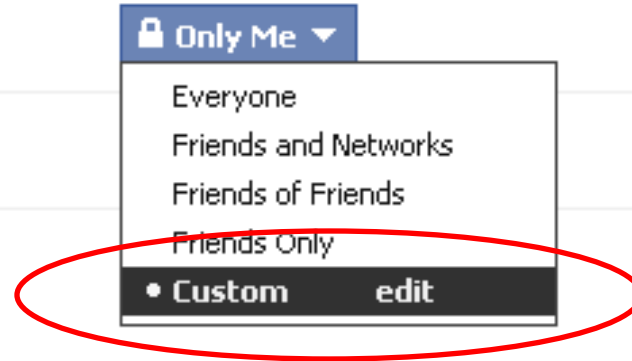
**Then change settings to match what's shown at right**

To select the “only me” option, click on the drop down menu and select “edit” next to “Custom”

### Religious and political views

### Birthday

Edit album privacy for existing photos.



A pop-up window will appear. Use drop down menu to select “only me”

Also unselect networks\*

*\*Networks include anyone who has associated themselves with that group/organization. By opening your information up to a network, you may share information with people you do not know. See NETWORKS slide (#25) to learn how to leave a network.*

Things others share

Photos and videos I'm tagged in

🔒 Only Me ▼

Can comment on posts

Includes status updates, friends' Wall posts, and photos

🔒 Friends Only ▼

Friends can post on my Wall

Enable

Can see Wall posts by friends

🔒 Friends Only ▼

Contact information

Mobile phone

🔒 Only Me ▼

Other phone

🔒 Only Me ▼

Address

🔒 Only Me ▼

IM screen name

🔒 Friends Only ▼

██████████@gmail.com

🔒 Only Me ▼

**And  
continue  
to change  
settings to  
match  
down the  
page**

## Choose Your Privacy Settings

### Basic Directory Information

To help real world friends find you, some basic information is open to everyone. We also suggest setting basics like hometown and interests to everyone so friends can use those to connect with you. [View settings](#)

### Sharing on Facebook

	Everyone	Friends of Friends	Friends Only	Other
My status, photos, and posts			■	
Bio and favorite quotations				■
Family and relationships			■	
Photos and videos I'm tagged in				■
Religious and political views				■
Birthday			■	
Can comment on posts			■	
Email addresses and IM				■
Phone numbers and address				■

[Customize settings](#) ✔ This is your current setting.

**Click here**

### Applications and Websites

[Edit your settings](#) for using applications, games and websites.

### Block Lists

[Edit your lists](#) of blocked people and applications.

### Controlling How You Share

[Learn more](#) about your privacy on Facebook.



← Back to Privacy

What you're using

You're using 11 applications, games and websites:



- ✎ Remove unwanted or spammy applications.
- ✘ Turn off all platform applications.

Then remove any applications you do not trust

Game and application activity

Who can see your recent activity on their games and applications dashboards.

🔒 Friends Only ▼

And change this setting to "friends only"

Info accessible through your friends

Control what information is available to applications and websites when your friends use them.

Edit Settings

Instant personalization

Lets you see relevant information about your friends the moment you arrive on select partner websites.

Edit Settings

Public search

Show a preview of your Facebook profile when people look for you using a search engine.

Edit Settings

# Choose Your Privacy Settings ▶ Applications, Games and Websites

[◀ Back to Privacy](#)

## What you're using

You're using 11 applications, games and websites:



Remove unwanted or spammy applications.

Turn off all platform applications.

## Game and application activity

Who can see your recent activity on their games and applications dashboards.

Friends Only ▼

**Click here**

## Info accessible through your friends

Control what information is available to applications and websites when your friends use them.

[Edit Settings](#)

## Instant personalization

Lets you see relevant information about your friends the moment you arrive on select partner websites.

[Edit Settings](#)

## Public search

Show a preview of your Facebook profile when people look for you using a search engine.

[Edit Settings](#)

## Info accessible through your friends

Use the settings below to control which of your information is available to applications, games and websites when your friends use them. The more info you share, the more social the experience.

- |  |  |
|--|--|
| <input type="checkbox"/> Bio                           | <input type="checkbox"/> My status updates               |
| <input type="checkbox"/> Birthday                      | <input type="checkbox"/> My photos                       |
| <input type="checkbox"/> Family and relationships      | <input type="checkbox"/> My videos                       |
| <input type="checkbox"/> Interested in and looking for | <input type="checkbox"/> My links                        |
| <input type="checkbox"/> Religious and political views | <input type="checkbox"/> My notes                        |
| <input type="checkbox"/> My website                    | <input type="checkbox"/> Photos and videos I'm tagged in |
| <input type="checkbox"/> If I'm online                 |  |

**Then unselect all**

Note: your name, profile picture, gender, networks and user ID (along with any other information you've set to everyone) is available to friends' applications unless you turn off platform applications and websites.

Save Changes


Cancel

[← Back to Privacy](#)

## What you're using

You're using 11 applications, games and websites:



 [Remove](#) unwanted or spammy applications.

 [Turn off](#) all platform applications.

## Game and application activity

Who can see your recent activity on their games and applications dashboards.

 **Friends Only** ▼

## Info accessible through your friends

Control what information is available to applications and websites when your friends use them.

[Edit Settings](#)

**Click here**

## Instant personalization

Lets you see relevant information about your friends the moment you arrive on select partner websites.

[Edit Settings](#)

## Public search

Show a preview of your Facebook profile when people look for you using a search engine.

[Edit Settings](#)

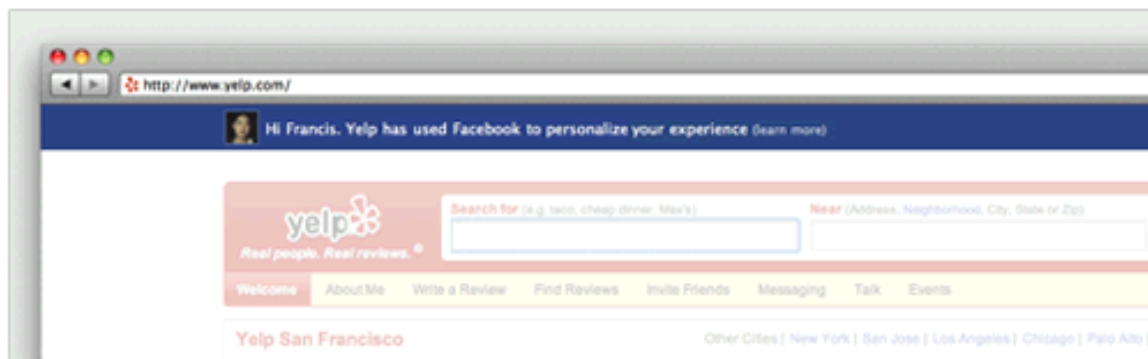
◀ Back to Applications

## Instant Personalization

Our goal is to give you a great social and personalized experience with every application and website you use. We've worked with a select set of partners to personalize your experience as soon as you arrive on their sites.

These partner sites (currently limited to [Docs](#), [Pandora](#), and [Yelp](#)) can only access the information and content you've already made available to everyone. All our partners are required to respect your information and we've worked closely with them to make sure they do.

When you arrive at one of these sites, a blue notification bar will appear at the top of the page. Click "No Thanks" if you don't want to have a personalized experience on that site.



Instant personalization is different from [social plugins](#). Social plugin content comes directly from Facebook and no information is shared with the websites themselves.

To turn off instant personalization on all partner sites, uncheck the box below. This will prevent these partners from receiving any of your information through instant personalization, even content you have made available to everyone.

Enable instant personalization on partner websites.


**Then  
unselect  
this box**

[◀ Back to Privacy](#)

## What you're using

You're using 11 applications, games and websites:



 [Remove](#) unwanted or spammy applications.

 [Turn off](#) all platform applications.

## Game and application activity

Who can see your recent activity on their games and applications dashboards.

 **Friends Only** ▼

## Info accessible through your friends

Control what information is available to applications and websites when your friends use them.

[Edit Settings](#)

## Instant personalization

Lets you see relevant information about your friends the moment you arrive on select partner websites.

[Edit Settings](#)

## Public search

Show a preview of your Facebook profile when people look for you using a search engine.

[Edit Settings](#)

**Click here**



## Choose Your Privacy Settings ▶ Public Search

◀ Back to Applications

### Public search

Public search controls whether things you've specifically chosen to share with everyone show up in searches on and off Facebook. It also controls whether people who enter your name in a search engine will see a preview of your Facebook profile. [See preview](#)

To use this feature, first go to [Basic Directory Information](#) and set "Search for me on Facebook" to "Everyone."



Enable public search

**Then unselect this box**

# Check your chart

 Sharing on Facebook

	Everyone	Friends of Friends	Friends Only	Other
My status, photos, and posts			<input checked="" type="checkbox"/>	
Bio and favorite quotations				<input type="checkbox"/>
Family and relationships			<input checked="" type="checkbox"/>	
Photos and videos I'm tagged in				<input type="checkbox"/>
Religious and political views				<input type="checkbox"/>
Birthday			<input checked="" type="checkbox"/>	
Can comment on posts			<input checked="" type="checkbox"/>	
Email addresses and IM				<input type="checkbox"/>
Phone numbers and address				<input type="checkbox"/>

 [Customize settings](#)  This is your current setting.



## “PLACES I CHECKED INTO” HOW TO DISABLE IT.

**1. A new software application has been introduced in to Facebook called “PLACES I CHECKED INTO” This is an automatic service which will post your current location which depending on the privacy settings of your account, which display this information to all users. The following steps enable this function to be disabled:**

Step 1. Click Account then Privacy Setting. On the first page that appears click Customise settings.

Step 2. Under Things I share Heading, disable “Include me in “People Here Now” after I check in” box by un-ticking the box. Then change the “Places I check in to” tab to only me by clicking on the drop down menu on the right, choosing Custom, then Only Me, then Save Settings.



### Choose Your Privacy Settings > Customize settings

[Back to Privacy](#)

[Preview My Profile](#)

Customize who can see and comment on things you share, things on your Wall and things you're tagged in.

#### Things I share

**Posts by me**  
Default setting for posts, including status updates and photos

**Friends Only**

**Custom Privacy**

✓ **Make this visible to**

These people:

Only I can see this.

✗ **Hide this from**

These people:

[Save Setting](#) [Cancel](#)

**Places I check in to**

**Custom**

**Include me in "People Here Now" after I check in**  
Visible to friends and people checked in nearby. (See an example)

Enable

[Edit album privacy for existing photos.](#)

#### Things others share

**Photos and videos I'm tagged in**

**Friends Only**

**Can comment on posts**  
Excludes status updates, friends' Wall posts, and photos

**Friends Only**

**Friends can post on my Wall**

Enable

**Can see Wall posts by friends**

**Friends Only**

**Friends can check me in to Places**

[Edit Settings](#)

#### Contact information

**Mobile phone**

**Only Me**

**Other phone**

**Friends Only**

**Address**

**Only Me**

**IM screen name**

**Friends Only**

**guycoln\_29666@hotmail.com**

**Only Me**

[Chat \(2\)](#)

Step 3. To stop other users from posting your location on Facebook, under the “Things others share” section click the Edit Settings tab to the right of “Friends can check me in to Places”. Click the drop down menu, and choose “disabled”.



Step 4. The final stage is to stop the application itself from automatically posting your location. You do this by going back to the first page entitled “Privacy Setting”. At the bottom of the page is a section entitled “Applications and Websites”. Click “edit settings” which is highlighted blue. Click the Edit Settings tab next to “Info accessible through your friends”.

Step 5. Then untick the boxes as indicated below, once completed click on Save Changes, then Okay on the confirmation screen.

facebook

Search

Home Profile Find friends Account

### Choose your privacy settings > Applications, games and websites

Back to privacy

What you're using

Game and applica  
activity

Information acces  
through your frien

Instant personalis

Public search

#### Info accessible through your friends

Use the settings below to control which of your information is available to applications, games and websites when your friends use them. The more info you share, the more social the experience.

- |  |   |
|--|---|
| <input type="checkbox"/> Bio                           | <input type="checkbox"/> My videos                            |
| <input type="checkbox"/> Birthday                      | <input type="checkbox"/> My links                             |
| <input type="checkbox"/> Family and relationships      | <input type="checkbox"/> My notes                             |
| <input type="checkbox"/> Interested in and looking for | <input type="checkbox"/> Photos and videos I'm tagged in      |
| <input type="checkbox"/> Religious and political views | <input type="checkbox"/> Hometown                             |
| <input type="checkbox"/> My website                    | <input type="checkbox"/> Current location                     |
| <input type="checkbox"/> If I'm online                 | <input type="checkbox"/> Education and work                   |
| <input type="checkbox"/> My status updates             | <input type="checkbox"/> Activities, interests, things I like |
| <input type="checkbox"/> My photos                     | <input type="checkbox"/> Places I check in to                 |

Note: your name, Profile picture, gender, networks and user ID (along with any other information you've set to everyone) is available to friends' applications unless you turn off platform applications and websites.

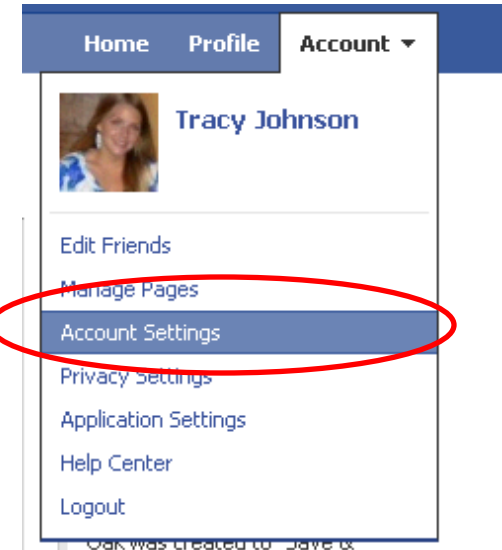
Save Changes

Cancel

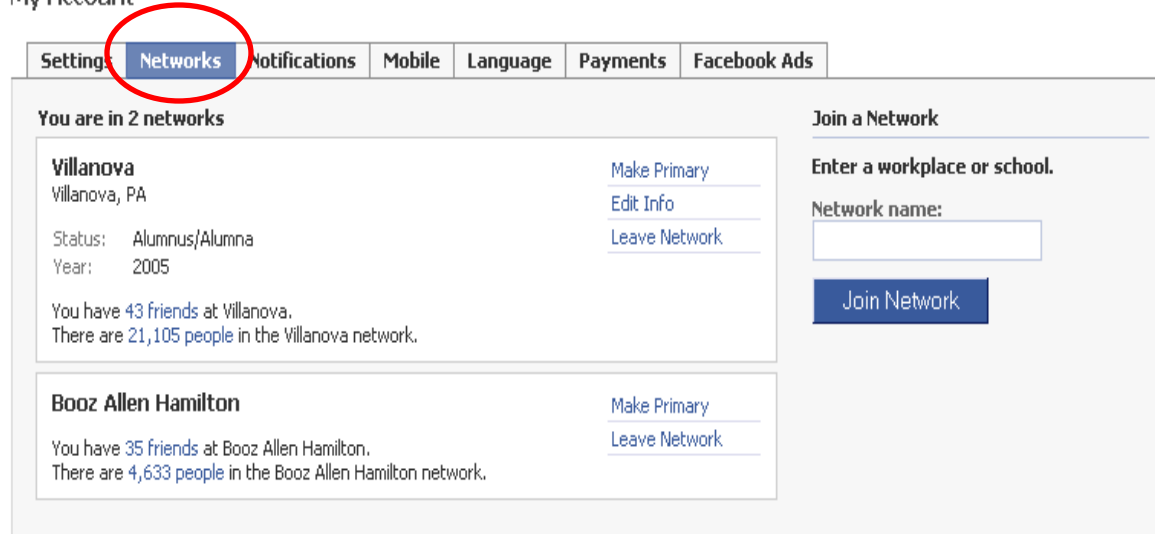
Now  
you're  
done!

# Networks are a great way to find and connect with people from your organization or school;

**HOWEVER**, networks can include anyone who has associated themselves with that group/organization, so **by opening your information up to a network, you may share information with people you do not know.**



My Account



**To join or leave a network, go to “Account Settings” then select the “Networks” tab. Select “Leave Network” to remove that network, or type in your workplace or school to search for networks to join.**



# More on Privacy & OPSEC

- Facebook guide to Facebook privacy, <http://www.facebook.com/#!/privacy/explanation.php>
- *Facebook and Privacy* page on Facebook, <http://www.facebook.com/fbprivacy>

Special thanks to the Navy's Emerging Media Integration Office, Office of Information, Department of the Navy for providing the bulk of the content for this presentation.