



Social Networks -Do's and Don'ts

- Only establish and maintain connections with people you know and trust. Review your connections often.
- Assume that ANYONE can see any information about your activities, personal life, or professional life that you post and share.
- Ensure that your family takes similar precautions with their accounts; their privacy and sharing settings can expose your personal data.
- Avoid posting or tagging images of you or your family that clearly show your face. Select pictures taken at a distance, at an angle, or otherwise concealed. **Never post Smartphone photos and don't** use your face as a profile photo, instead, use cartoons or avatars.
- Use secure browser settings when possible and monitor your browsing history to ensure that you recognize all access points.

Managing your Twitter Account

Twitter is a social networking and microblogging site whose users send and read text-based posts online. The site surged to worldwide popularity with +300 million active users as of 2011, generating 300 million tweets and 1.6 billion search queries daily.

Following are people you subscribe to
Followers subscribe to your tweets
Private tweets will only be visible to followers you approve

Tweets

"Tweets" are short text-based messages – up to 140 characters – that users post to Twitter. "Tweet" can refer to a post as well or to the act of posting to Twitter. Tweets are public, indexed, and searchable unless protected by the user. Many users never Tweet, choosing only to follow persons or topics of interest.

Hashtags (#topic) are used to mark a keyword or topic in a Tweet. Posts with hashtag are categorized by topics in the Twitter search engine. Hashtagged words that become popular become Trending Topics (ex. #jan25, #egypt, #sxsw).

Mentions (@username) are used to tag a user in a Twitter update. When a public user mentions a private Twitter account, the link to the private account profile becomes public.

Profile Settings

Apply the **Profile** settings shown below to ensure that your information is visible only to people of your choosing.

Twitter Best Practices

- Avoid using hashtags (#) in updates to avoid being indexed and associated with a topic by Twitter Search.
- *Tweet responsibly.* Do not provide personal details regarding your whereabouts and activities in your post.
- Do NOT upload links to personal photos or websites on Twitter.
- Do NOT allow Twitter to use your location on mobile devices.
- Change your Twitter **username** periodically to limit account exposure.



Account Settings

Apply the **Account** settings shown below to ensure that your information is shared in a limited fashion.

Account

Change your basic account, language, Tweet privacy, and location settings.

Username Change every ~6 months

<https://twitter.com/JasonSmith7825>

Email

Email will not be publicly displayed. [Learn more](#)

☐ Let others find me by my email address Uncheck

Language

Interested in helping translate Twitter? Check out the [Translation Center](#)

Time zone

Tweet location ☐ Add a location to my Tweets Uncheck

When you tweet with a location, Twitter stores that location. You can switch location on/off before each Tweet. [Learn more](#)

This will delete all location information associated with your account. It may take up to 30 minutes.

Click to delete all location data associated with your account

Tweet media ☐ Display media that may contain sensitive content

☐ Mark my media as containing sensitive content

If you tweet images or videos that may contain sensitive content, please check this box so that people can be warned before they see it. [Learn more](#)

Tweet privacy ☒ **Protect my Tweets**

Check

If selected, only those you approve will be able to view your Tweets. Tweets that are not approved previously may still be publicly visible. [Learn more](#)

Personalization ☐ Tailor Twitter based on my recent website visits

Uncheck

[Preview](#) suggestions tailored for you (not currently available to all users). [Learn more](#) about how this works and your additional privacy controls.

HTTPS only ☒ Always use HTTPS

Check

Use a secure connection where possible.

Country

Select your country. This setting is saved to this browser.

Protecting your tweets makes all your posts **private**. Only those who you approve can access your tweets.

Your pending follower requests

Jess M Chung @jessmchung

I spend a lot of time thinking about all the things I'd buy or eat. That and complaining.

Deactivating / Delete Your Twitter Account

To deactivate your account, go to **Settings** and select **Account**. At the bottom of the page, click "Deactivate my account." After deactivation, the user can reactivate the account within **30 days**. After 30 days, the account is permanently **deleted**.

Notification & Application Settings

Maintain a small digital footprint by minimizing the number of notifications. Revoke access to unnecessary third party applications.

Notifications

Control when and how often Twitter sends emails to you. (You can change your mobile notifications on [your mobile settings page](#).)

Messages

Email me when ☐ I'm sent a direct message

☒ I'm sent a reply or @ mentioned

Direct message (DM) is never visible to the public

Activity

Email me when ☒ I'm followed by someone new

☐ My Tweets are marked as favorites

☒ My Tweets are retweeted

Private tweets cannot be retweeted (RT)

Updates

Email me with ☐ Updates about new Twitter products, features, and tips

☒ Product or service updates related to my Twitter account

☐ A weekly digest of Stories & Tweets from my network

Applications

These are the apps that can access your Twitter account. [Learn more](#)

Photos on iOS by Apple®

Whether you're flicking through an album or zooming in to see the smallest detail, you'll be amazed at how sharp, vibrant, and beautiful your photos look. And so will everyone you show them to.

read and write access

Approved: Sunday, March 11, 2012 9:57:28 PM

iOS by Apple®

iOS 5 Twitter integration

read and write access

Approved: Sunday, March 11, 2012 9:56:33 PM

Mobile Web by Twitter

Twitter Mobile Web

read, write, and direct messages access

Approved: Sunday, March 11, 2012 4:28:32 PM

Posterous by Posterous, Inc.

Dead simple posting of photos, video, music, files and text of any kind via email. We autopost to Twitter, Facebook, Flickr, and every major blog platform.

read and write access

Approved: Tuesday, February 7, 2012 10:49:25 PM

Pinterest by Cold Brew Labs

A visual bookmarking utility.

read and write access

Approved: Monday, January 23, 2012 10:39:42 PM

Block unknown or unwanted 3rd party applications from accessing your account

Useful Links

A Parent's Guide to Internet Safety
Wired Kids
Microsoft Safety & Security
OnGuard Online

www.fbi.gov/stats-services/publications/parent-guide
www.wiredkids.org/
www.microsoft.com/security/online-privacy/social-networking.aspx
www.onguardonline.gov/topics/social-networking-sites.aspx

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www.ibgweb.com