

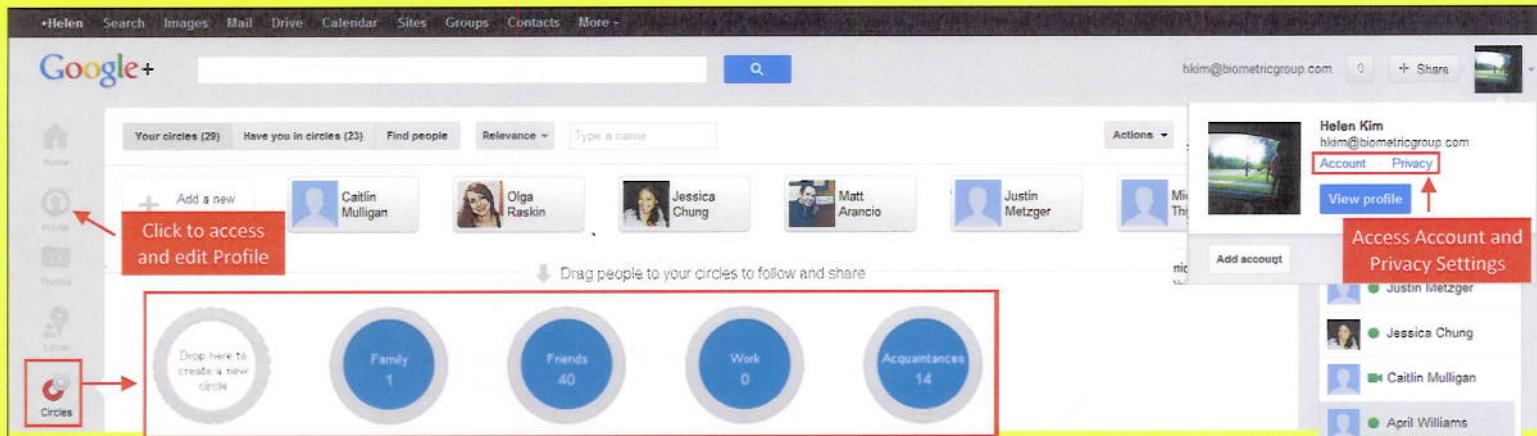


Social Networks - Do's and Don'ts

- 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 Google+ Profile

Google+ provides privacy and sharing options using **Circles**. Circles are groups that users create for different types of connections, such as family, friends, or colleagues. Content can be shared only with circles you select. As of 2012, Google+ now allows pseudonyms.



Account Settings & Minimizing Your Activities

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

Security

Profile and privacy

Google+

Products

Language

Data liberation

Who can interact with you and your posts

Who can send you notifications? [Learn more](#)

Who can comment on your public posts? [Learn more](#)

Who can start a Messenger conversation with you?

Notification delivery

Email: hkim@biometricgroup.com

Add email address

Phone: Add phone number **Don't Add Phone Number**

Change to Your Circles

Go to Account > Google+ tab to change settings

Photos

Show photo geo location information in newly uploaded albums and photos.

Allow viewers to download my photos **Uncheck all**

Find my face in photos and videos and prompt people I know to tag me. [Learn more](#)

People whose tags of you are automatically approved to link to your Profile:

+ Add names **Remove any names or circles from this list, so you can monitor which photos of you are tagged linked to your profile**

When a tag is approved

Access Photos and Google +1 settings at Account > Google+

Account

Security

Profile and privacy

Google+

Products

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Connected accounts

You can improve your Google experience by connecting your accounts from other services.

Connected accounts

You can improve your Google experience by connecting your accounts from other services.

Connecting your accounts puts you in control:

search, you can see relevant content you find easier for them to find the stuff you share. You can choose which accounts to show on your profile to find your friends, and for them to find you.

Remember, Google won't share your searches or other private information with third-party services without your consent.

Use my Google contact information to suggest accounts from other sites. **Uncheck**

Go to Account > Account tab to access this setting

Google +1

+1 on non-Google sites Off Edit **Change to "Off"**

Google+ Pages **Uncheck**

Automatically add a Google+ page to my circles if I search for + followed by the page's name.

Helen Kim Yes this is me No **Click No**

Q Quora Add this link to my public Google Profile, too **Uncheck**

Deleting Your Google+ Profile or Google Account

Services

Delete profile and Google+ features **Go to Account > Account tab for settings**

View, enable, or disable web history **Delete profile and remove associated Google+ features**
Go to web history

- **Delete Google+ Content** removes Google+ related information such as circles, +1's, posts, and comments
- **Delete your entire Google profile** removes all user data from Google services, including your Gmail
- **Disable web history** to prevent accumulation of your digital footprint



Profile Settings

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

Name & Profile Picture & Cover Photo are always PUBLIC

Select Edit Profile to make changes

To share information on this page with specific people, select Custom then choose appropriate Circles or type in individual names

Tagline: A brief description of you
PUBLIC. Do not include personal information in your Tagline

Introduction
 Put a little about yourself here so people know they've found the correct Helen.

Bragging rights
 Examples: survived high school, have 3 kids, etc.

Occupation
 What do you do?

Employment
 Where have you worked?

Education
 Where have you gone to school?

Places lived

Home
 How can people reach you at home?

Work
 How can people reach you at work?

Relationship
 Seeing anyone?

Looking for
 Who are you looking for?

Birthday
 On what date is your birthday?

Gender
 Female

Other names
 For example: maiden name, alternate spellings

Profile discovery
 Profile not visible in search

Other profiles
 What pages are about you?

Contributor to
 What pages are you contributing to?

Links
 What pages are you linking to?

Who can see this?
 Anyone on the web
 Extended circles
 Your circles
 Only you
 Custom

In your circles
 Show people in All circles **Uncheck**

Who can see this?
 Public **Change to Your Circles**
 Your circles

Have you in circles
 Show people who have added you to circles
Uncheck

Other profiles
 Add custom link
 Manage connected accounts
 Google has found some public pages that you can add to your profile. **Learn more**

Helen Kim **+** **DO NOT link your other SNS profiles to your G+ page**

Who can see this?
 Only you **Change to Only You**

Profile discovery
 Help others discover my profile in search results
Uncheck
 Unchecking this box prevents most search engines from indexing your profile. It does not prevent them from indexing any public posts or comments. **Learn more**

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

