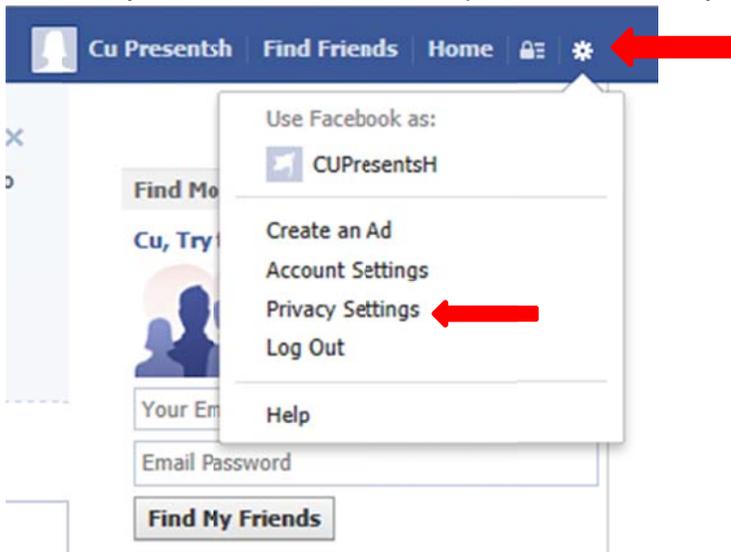


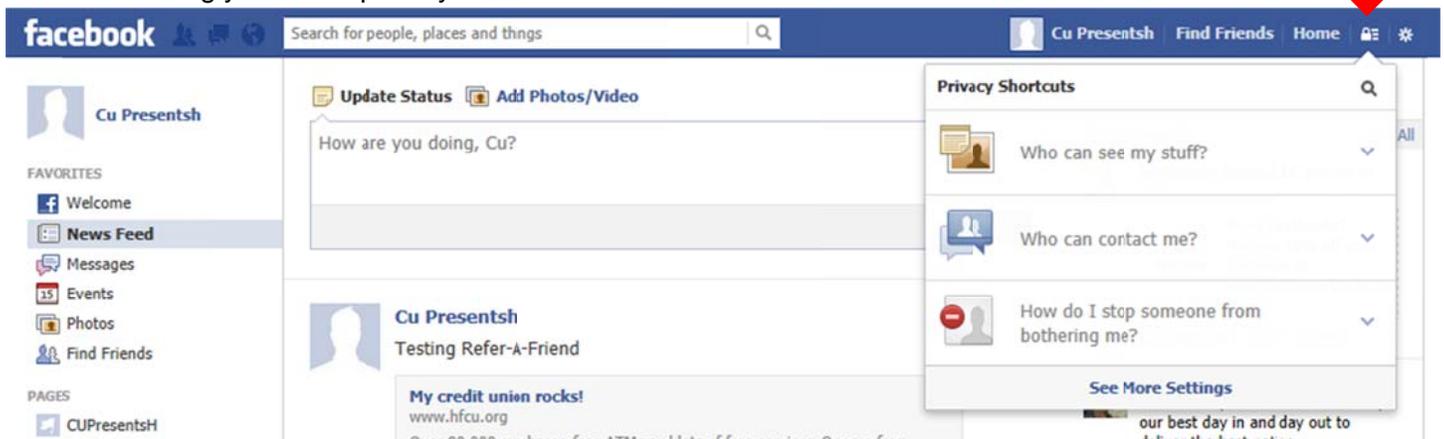
Step-by-Step Facebook Privacy Settings

This tutorial will show you the basics of how to set your privacy settings on Facebook to ensure that what you post on your page is seen by only the people you want to see it.

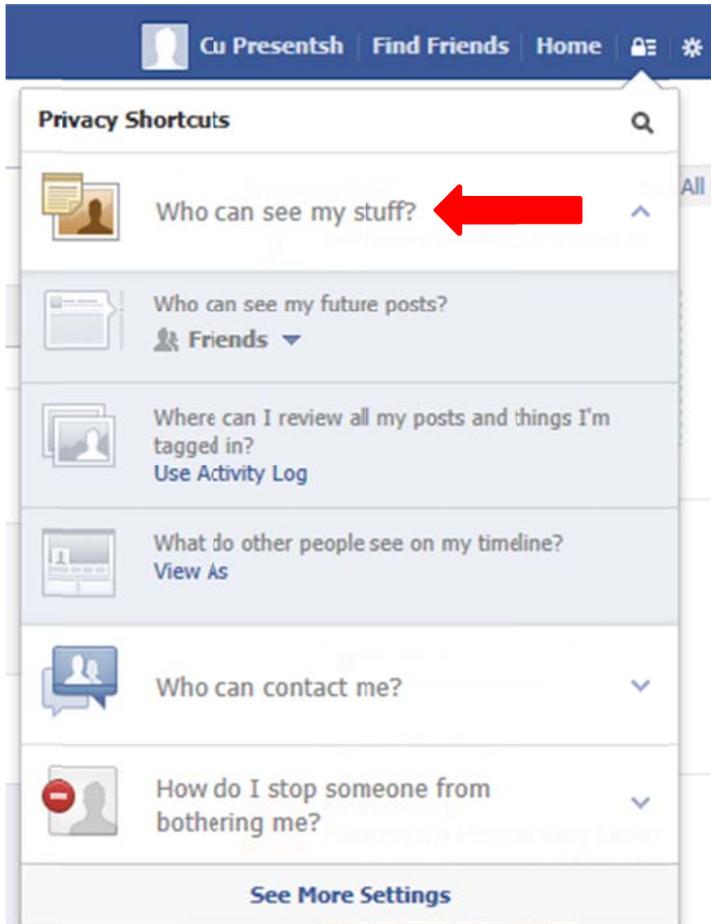
1. There are two ways to enter the privacy settings. On the top right hand corner of your Facebook page is a little gear.
2. If you click that there's a drop down menu and you click on privacy settings.



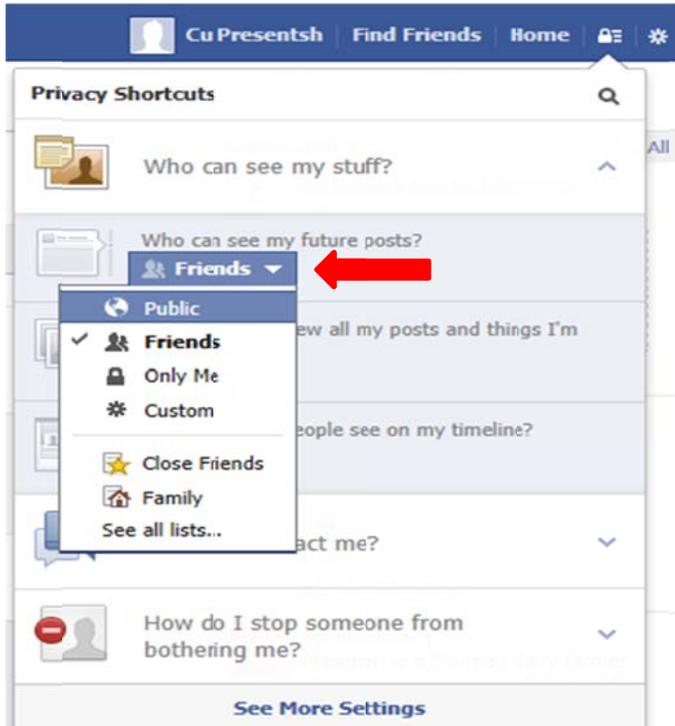
3. However, Facebook now makes it even easier and right next to the gear is a little padlock.
4. This will bring you to the privacy short cuts.



5. If you click on “Who can see my stuff?” You’ll see options for “Who can see my future posts,” “Where can I review all my posts and things I’m tagged in,” and “What do other people see on my timeline.”



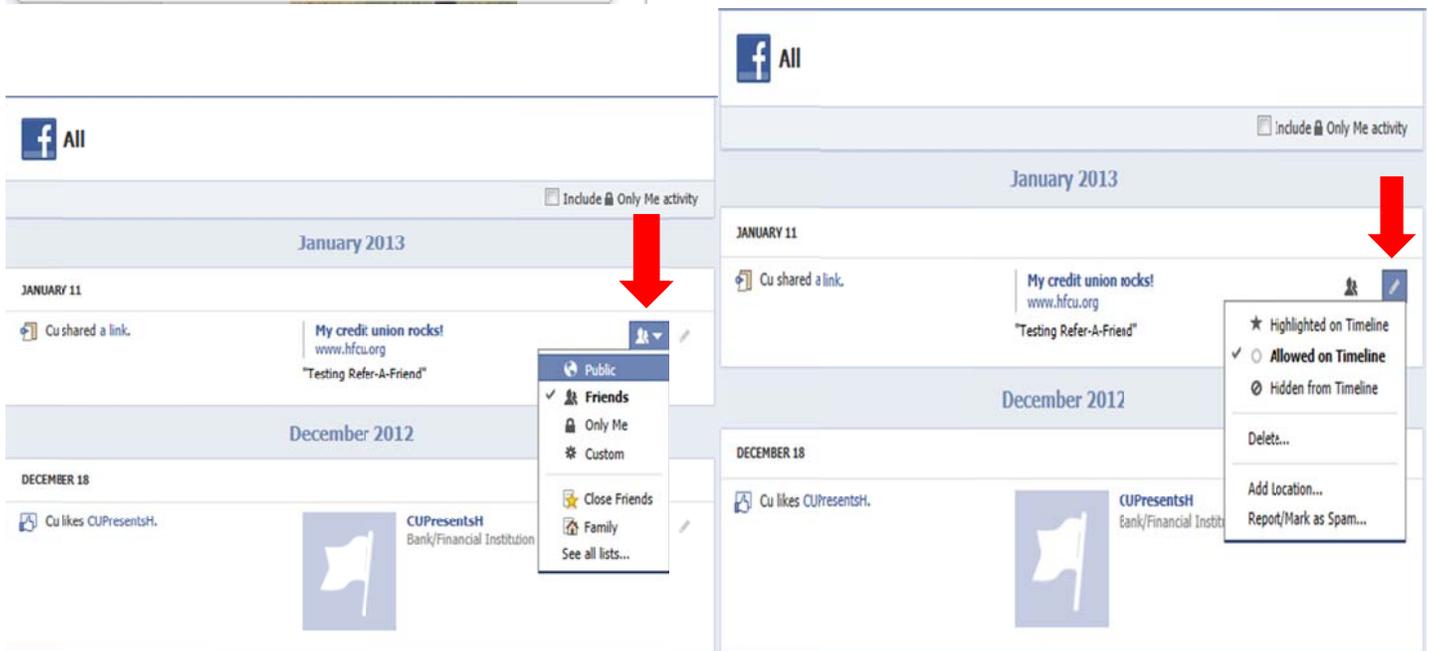
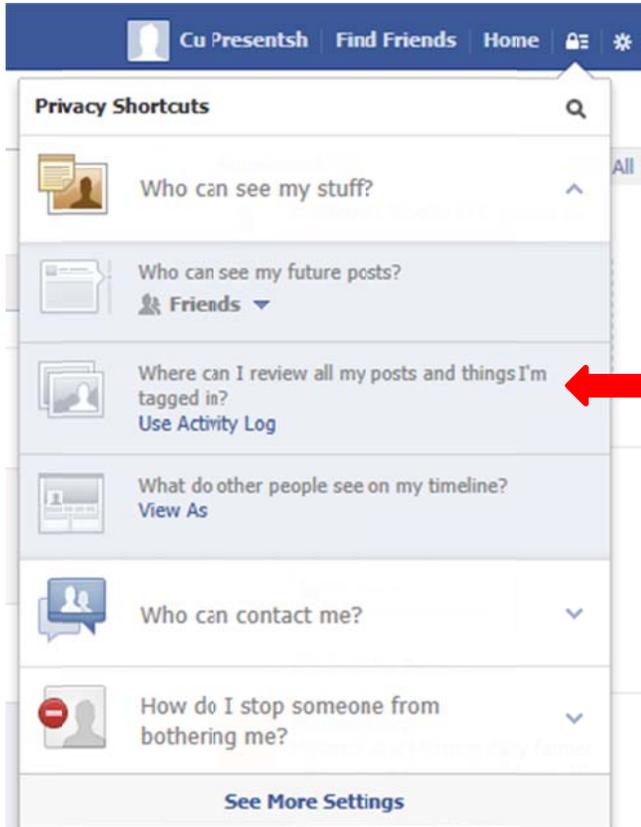
6. “Who can see my future posts lets you choose between public, friends, only me, custom, and lists.



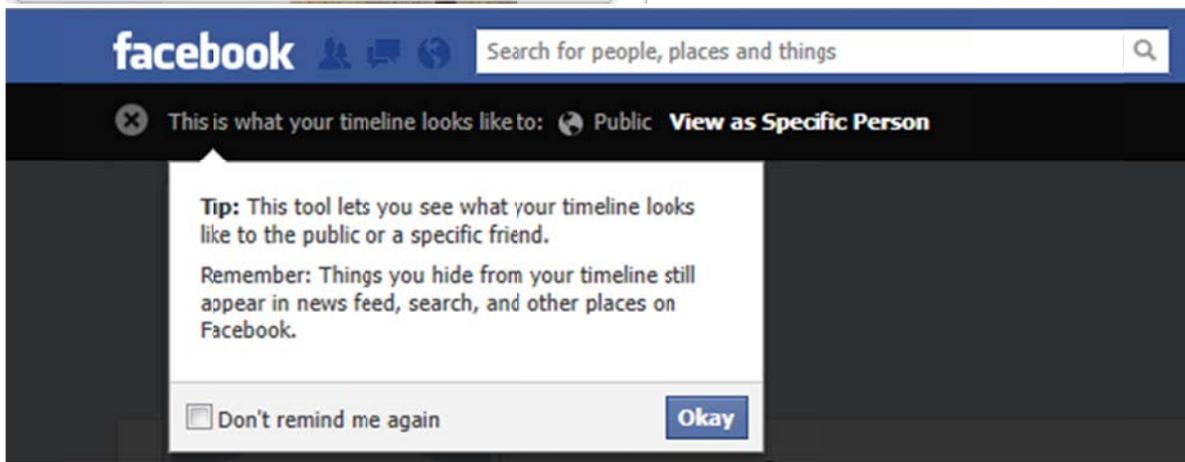
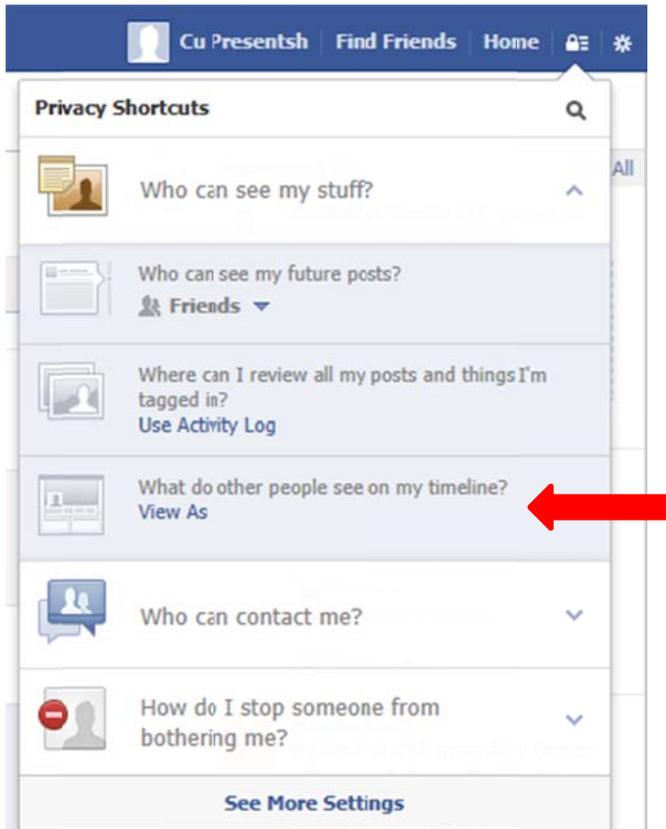
6. a. As a side note if you want to create a list other than family or close friends, maybe you want to create a list of co-workers or people you don't interact with much. Click the word "Facebook" at the top of your page this will bring you to the main navigation page and on the left hand side of the page is a long column of options, just roll your cursor over "friends" towards the bottom and hit the word "more" when it pops up next to it. Here you can create any other lists you want. This can help you better organize your privacy settings.

The image shows a screenshot of the Facebook interface. At the top left, a red arrow points to the Facebook logo. Below the logo is the user's profile picture and name, "Cu Presentsh". The navigation menu on the left is divided into sections: FAVORITES (Welcome, News Feed, Messages, Events, Photos, Find Friends), PAGES (CUPresentsH, Pages Feed, Like Pages), APPS (App Center, App Builder, Notes, Games Feed, Music, Links, Pokes), and FRIENDS. A red arrow points to the FRIENDS section. Below the navigation menu, the "Friends" page is shown. At the top right of the Friends page, there are two buttons: "+ Create List" and "See All Friends". A red arrow points to the "+ Create List" button. Below the buttons, there is a list of friend lists: Close Friends, Acquaintances, Family, and Restricted. Each list has a pencil icon to its left, indicating it can be edited.

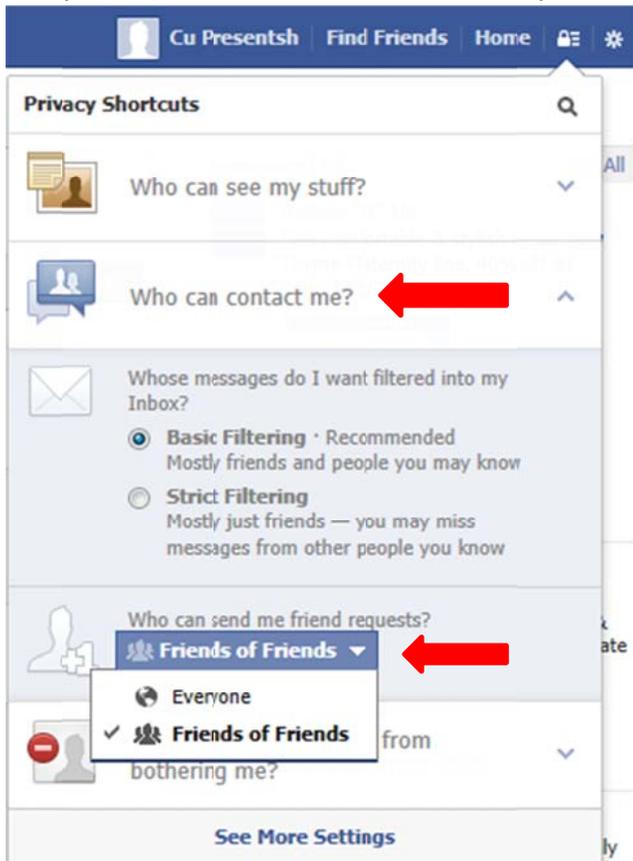
7. "Where can I review all my posts and things I'm tagged in" brings you to your Activity log where you can see everything you've done or what others have tagged you in. You can go through each of these activities and change the setting on each in the right hand corner of each box. You can show it to only certain people or groups or hide it from your timeline all together. (This doesn't mean however that it didn't already show up on one of your friends timelines, it only hides it from yours)



8. "What do other people see on my timeline" allows you to view your timeline as someone of your choosing



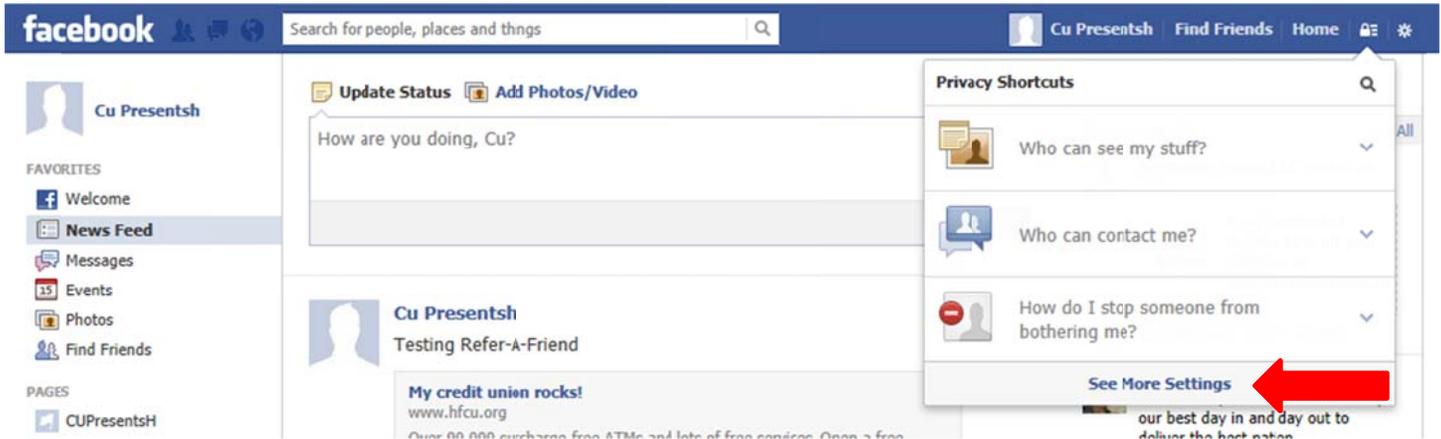
9. If you now click “Who can contact me” you can filter who can send you messages and friend requests.



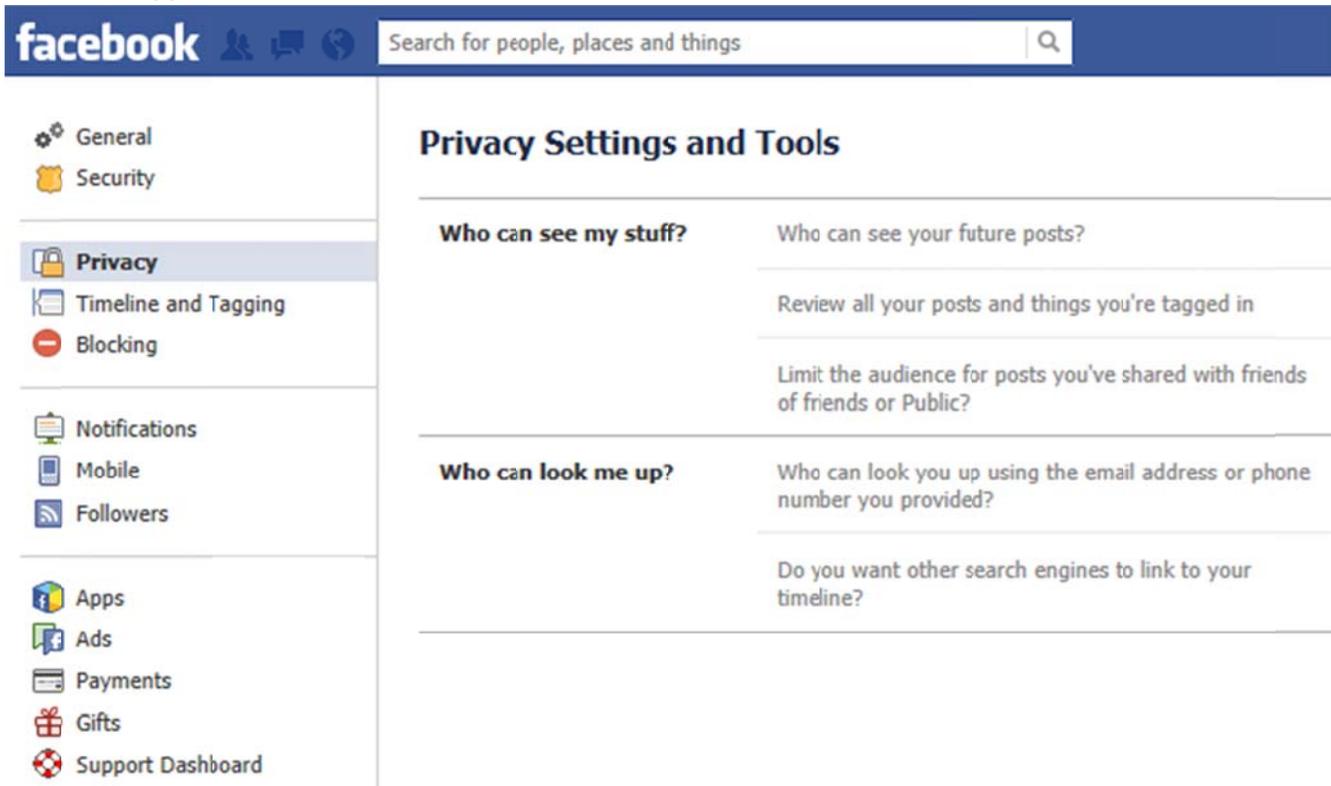
10. “How do I stop someone from bothering me” allows you to create a list of people you want to block from contacting you and from seeing what you do on your page.



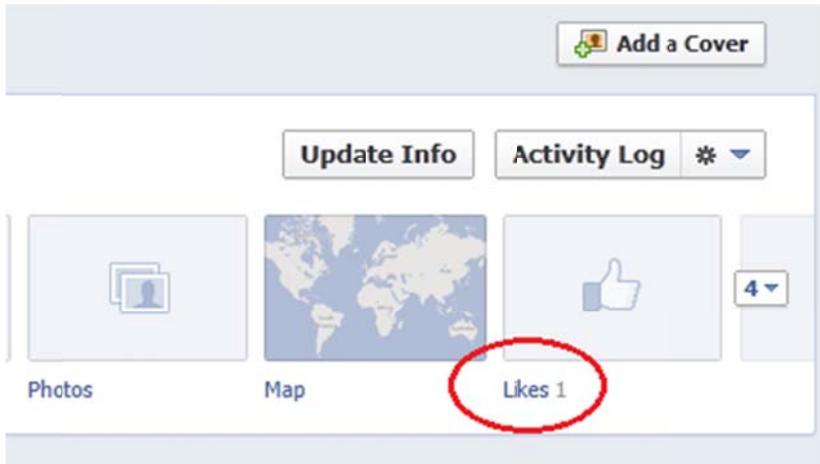
11. While you're in the privacy shortcuts navigation at the bottom you can click "See more settings"



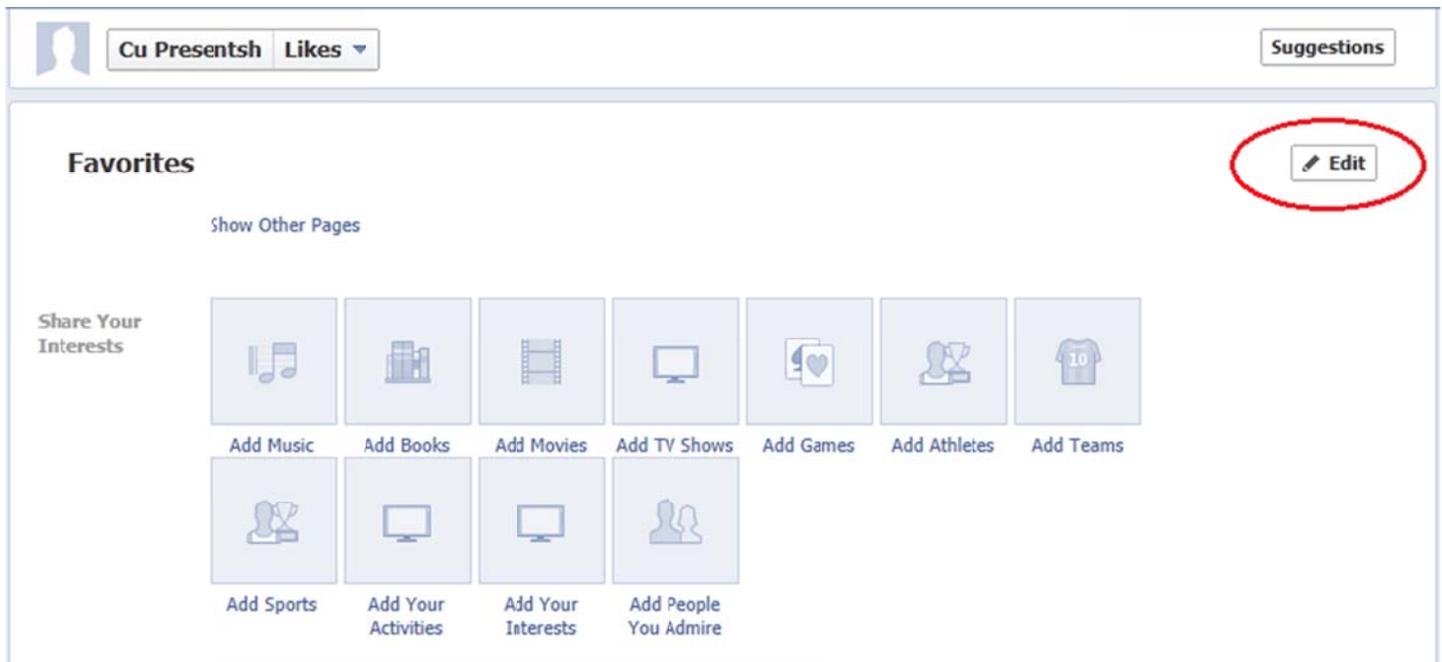
12. On this page you can edit all of your other settings including, timeline and tagging, notifications, mobile, followers, apps, and more.



13. If you're worried about others seeing what topics or people you've "Liked" on Facebook you must go to the Like section of your page



14. Click edit.



All of the liked topics will have drop down settings you can customize so that only the people you want can see the things or people you've "Liked."

15. Don't forget to click "done editing" in the top right corner when you're finished.

The image shows a screenshot of the Facebook interface. At the top, the Facebook logo is on the left, and a search bar with the text "Search for people, places and things" is on the right. Below the search bar, the user's profile picture and name "Cu Presentsh" are visible, along with a "Likes" button. The main content area is titled "Favorites" and contains several categories, each with a text input field and a privacy dropdown menu:

- Music:** "What music do you like?" with a dropdown menu circled in red. The menu is open, showing options: Public, Friends (selected), Only Me, Custom, Close Friends, Family, and See all lists...
- Books:** "What books do you like?"
- Movies:** "What movies do you like?"
- Television:** "What TV shows do you like?"
- Games:** "What games do you like?"
- Athletes:** "Who are your favorite athletes?"
- Sports Teams:** "What are your favorite sports teams?"

I hope this was helpful in making you feel more secure on Facebook!