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 is shared only with circles you select. Google+ requires that users provide real names - no pseudonyms.

Profile Settings

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

Click to access and edit Profile

This box is PUBLIC. Do not fill out additional information

Name & Profile Picture are PUBLIC

Select Edit Profile to make changes

Uncheck both

DO NOT add links to other online presences, such as a webpage, Facebook, Twitter, or LinkedIn

To share information on this page with specific people, select Custom then choose appropriate Circles
Account Settings & Minimizing Your Activities

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

- Account settings can be accessed under Account Settings > Google+.
- Maintain a small Google+ “footprint”. Select only important Google+ notifications as shown in the box to the left.
- Limit notifications to email as opposed to text.
- Do not connect your mobile phone to Google+ or use the Google+ mobile application, and Disable +1 on non-Google Websites.
- Do not allow contacts to tag you then automatically link to your profile.
- Disable your circles from accessing your photo tags prior to you.

Google+ Settings

- +1 on non-Google sites: Off Edit Change to "Off"
- Google+ Pages: Automatically add a Google+ page to my circles if I search for + followed by the page

Photos

- Show photo can be location information in newly uploaded albums and photos: Uncheck
- Allow viewers to download my photos: Uncheck
- Find my face in photos and prompt people to remove me: Learn more
- People whose tags of you are automatically approved to link to your Profile + Add circles or people to share with: Remove Everyone

Connected accounts

- Add this link to my public Google Profile, too: Uncheck
- Connected accounts: Do not add outside accounts

By default, Google+ uses your Google contact information to link your accounts from other online services, aggregating your online identity in one location. To disable this feature:

- Go to Account Settings > Connected Accounts
- Click “No” to Google-suggested 3rd-party accounts
- Disable Google+ access to your contact information
- Do not manually connect other online accounts using Google+

Deleting Your Google+ Profile Information or Account

- Go to Account Settings > Account Overview

Services

- Delete profile and remove associated Google+ features
- Close entire account and delete all services and info associated with it
- Go to web history

Useful Links

Wired Kids: www.wiredkids.org/
OnGuard Online: www.onguardonline.gov/topics/social-networking-sites.aspx