SOCIAL MEDIA
PRIVACY SETTINGS

How to make your profiles private, block people, and deactivate your account on Facebook

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HOW TO MAKE YOUR PROFILE PRIVATE FROM A COMPUTER
STEP 1: LOG IN TO PROFILE
STEP 2: GO UP TO RIGHT HAND CORNER AND CLICK THE SMALL ICON SHAPED LIKE A GEAR
STEP 3: CLICK PRIVACY SETTINGS
STEP 4: GO TO “WHO CAN SEE MY STUFF?” AND CLICK EDIT
STEP 5: CHANGE YOUR SETTING FROM EVERYONE TO FRIENDS, OR ONLY ME DEPENDING ON WHAT YOU WANT TO DO
HOW TO MAKE YOUR PROFILE PRIVATE FROM A CELL PHONE
STEP 1: CLICK THE BUTTON IN THE TOP LEFT CORNER WITH THE THREE LINES
STEP 2: SCROLL DOWN YOUR LIST ALL THE WAY TO PRIVACY & TERMS AND CLICK IT
STEP 3: CLICK PRIVACY
STEP 4: LOOK AT “PRIVACY WHEN YOU POST.” IF YOUR SETTING IS PUBLIC, CHANGE IT TO FRIENDS.
HOW TO BLOCK PEOPLE FROM A COMPUTER
STEP ONE: CLICK THE ICON TO THE LEFT OF THE GEAR IN THE RIGHT CORNER
STEP TWO: CLICK “HOW DO I STOP SOMEONE FROM BOTHERING ME? THEN ADD THE EMAIL OR NAME OF PERSON IN BOX
STEP FOUR: CLICK THE PERSON YOU WOULD LIKE TO BLOCK AND PRESS CLOSE.
HOW TO BLOCK PEOPLE FROM YOUR CELL PHONE
TO BLOCK PEOPLE, continue to scroll down the privacy list until you get down to “Block people and apps” then you can manage who you want to block from viewing your comments and profile.
HOW TO DEACTIVATE YOUR ACCOUNT FROM A COMPUTER
1. Click the gear icon in top right corner and click account settings.
2. CLICK SECURITY IN THE LEFT-HAND COLUMN
3. CLICK DEACTIVATE YOUR ACCOUNT
HOW TO DEACTIVATE YOUR ACCOUNT FROM A CELL PHONE
STEP ONE: CLICK THE BUTTON IN THE TOP LEFT CORNER WITH THE THREE LINES
STEP TWO: SCROLL DOWN TO ACCOUNT SETTINGS AND CLICK IT
STEP THREE: CLICK THE WORD GENERAL
STEP FOUR: CLICK DEACTIVATE ACCOUNT
STEP FIVE: CHOOSE A REASON WHY YOU ARE DEACTIVATING ACCOUNT. AFTER THIS, CLICK DEACTIVATE.

Confirm Facebook Account Deactivation
Please let us know why you are deactivating.

- I get too many emails, invitations, and requests from Facebook.
- I don’t understand how to use Facebook.
- I have another Facebook account.
- I have a privacy concern.
- My account was hacked.
- I don’t find Facebook useful.
- This is temporary. I’ll be back.
- I spend too much time using Facebook.
- I don’t feel safe on Facebook.
- Other, please explain further:

- Opt out of receiving emails from Facebook.

Note: Even after you deactivate, your friends can still invite you to events, tag you in photos, or ask you to join groups. If you opt out, you will NOT receive these email invitations and notifications from your friends.

You can reactivate your account at any time by logging in with your email and password.