

# How to Protect your Facebook

Protecting your Facebook requires two steps:

1. You must make private the posts you made in the **PAST**.
2. You must make private the posts you will make in the **FUTURE**.

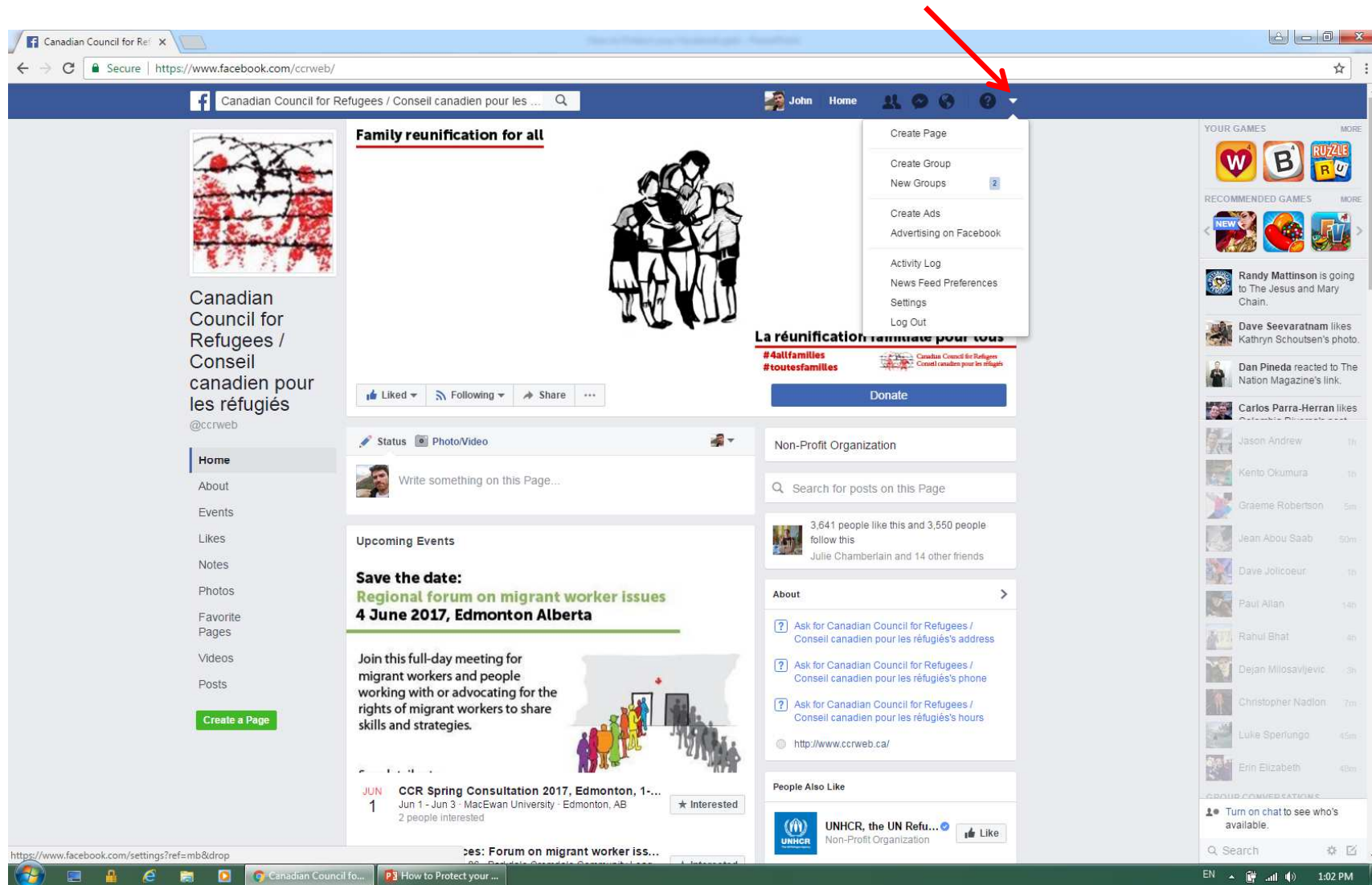
After you make these changes, only your Facebook “Friends” will be able to see your posts from the **PAST** and in the **FUTURE**.

This is current as of May 2017 – Facebook occasionally changes its interface and these steps may change in the future.

# 1. Protecting Your Past Posts

On a desktop computer:

1. Click on the settings arrow and select “Settings”.
2. From the left menu, click on “Privacy”.
3. Click on “Limit the audience for posts you’ve shared with friends of friends or Public”.
4. Click on “Limit old posts”.
5. Click on “Confirm”. You will not be able to undo this action.



1. Click on the “settings” arrow and select “Settings”.

The screenshot shows the Facebook 'General Account Settings' page. On the left, a navigation menu lists various settings categories. A red arrow points to the 'Privacy' option. The main content area displays account information such as Name, Username, Contact, and Networks, each with an 'Edit' link. A notification at the top states: 'We reorganized a few things. Password is now under Security and Login.' The bottom of the page includes a footer with 'Facebook © 2017' and a language selection menu.

Setting	Value	Action
Name	John Norquay	Edit
Username	http://www.facebook.com/johnnorquay	Edit
Contact	Primary: johncorynorquay@gmail.com	Edit
Ad account contact	johncorynorquay@gmail.com	Edit
Networks	University of Toronto and McMaster	Edit
Temperature	Celsius	Edit
Manage Account	Modify your Legacy Contact settings or deactivate your account.	Edit

- 2. From the left menu, click on “Privacy”.

The screenshot shows the Facebook Privacy Settings and Tools page. The left sidebar contains navigation options: General, Security, Privacy (highlighted), Timeline and Tagging, Blocking, Language, Notifications, Mobile, Followers, Apps, Ads, Payments, Support Inbox, and Videos. The main content area is titled "Privacy Settings and Tools" and contains several sections:

- Who can see my stuff?**
  - Who can see your future posts? Friends Edit
  - Review all your posts and things you're tagged in Use Activity Log
  - Limit the audience for posts you've shared with friends of friends or Public? [Limit Past Posts](#)
- Who can contact me?**
  - Who can send you friend requests? Everyone Edit
- Who can look me up?**
  - Who can look you up using the email address you provided? Friends of Friends Edit
  - Who can look you up using the phone number you provided? Everyone Edit
  - Do you want search engines outside of Facebook to link to your profile? No Edit

At the bottom of the page, there are links for About, Create Ad, Create Page, Developers, Careers, Privacy, Cookies, Ad Choices, Terms, and Help. The footer indicates "Facebook © 2016 English (US)".

The right sidebar shows "YOUR GAMES" and "RECOMMENDED GAMES" sections, followed by a list of recent activity and "GROUP CONVERSATIONS".

The browser's address bar shows the URL: [https://www.facebook.com/settings/?tab=privacy&privacy\\_source=privacy\\_lite](https://www.facebook.com/settings/?tab=privacy&privacy_source=privacy_lite). The Windows taskbar at the bottom shows the time as 2:40 PM.

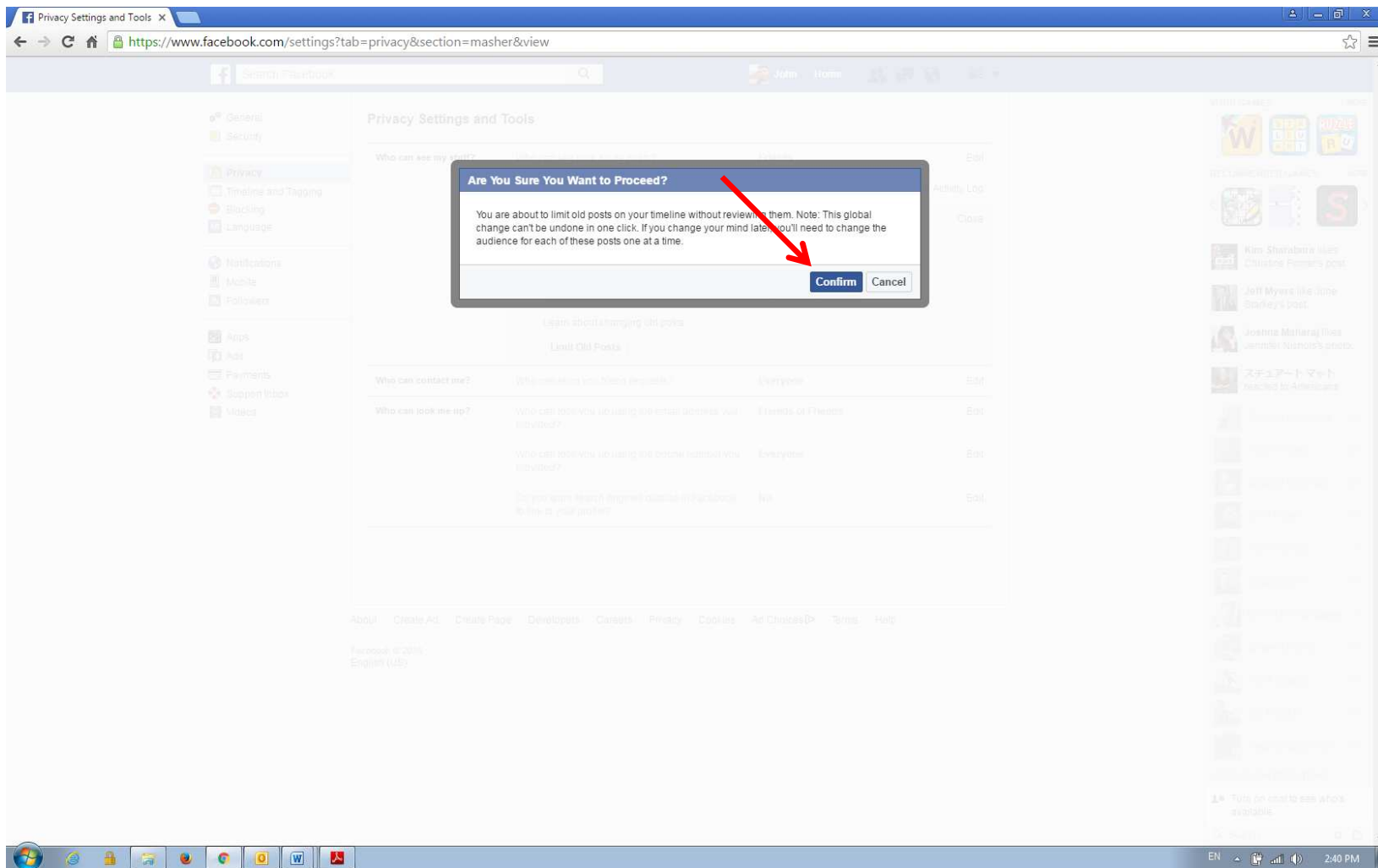
- 3. Click on “Limit the audience for posts you’ve shared with friends of friends of Public”.

The screenshot shows the Facebook Privacy Settings and Tools page. The left sidebar contains navigation options: General, Security, Privacy (selected), Timeline and Tagging, Blocking, Language, Notifications, Mobile, Followers, Apps, Ads, Payments, Support Inbox, and Videos. The main content area is titled "Privacy Settings and Tools" and contains several sections:

- Who can see my stuff?** (Friends) [Edit]
- Who can see your future posts?** (Friends) [Edit]
- Review all your posts and things you're tagged in [Use Activity Log]
- Limit The Audience for Old Posts on Your Timeline** [Close]
  - Warning: If you use this tool, content on your timeline you've shared with friends of friends or Public will change to Friends. Remember, people who are tagged and their friends may see those posts as well.
  - You also have the option to individually change the audience of your posts. Just go to the post you want to change and choose a different audience.
  - Learn about changing old posts
  - Limit Old Posts** (highlighted by a red arrow)
- Who can contact me?** (Everyone) [Edit]
- Who can send you friend requests?** (Everyone) [Edit]
- Who can look me up?**
  - Who can look you up using the email address you provided? (Friends of Friends) [Edit]
  - Who can look you up using the phone number you provided? (Everyone) [Edit]
  - Do you want search engines outside of Facebook to link to your profile? (No) [Edit]

At the bottom, there are links for About, Create Ad, Create Page, Developers, Careers, Privacy, Cookies, Ad Choices, Terms, and Help. The footer shows "Facebook © 2016 English (US)". The right sidebar shows "YOUR GAMES" and "RECOMMENDED GAMES" sections.

- 4. Click on “Limit Old Posts”.



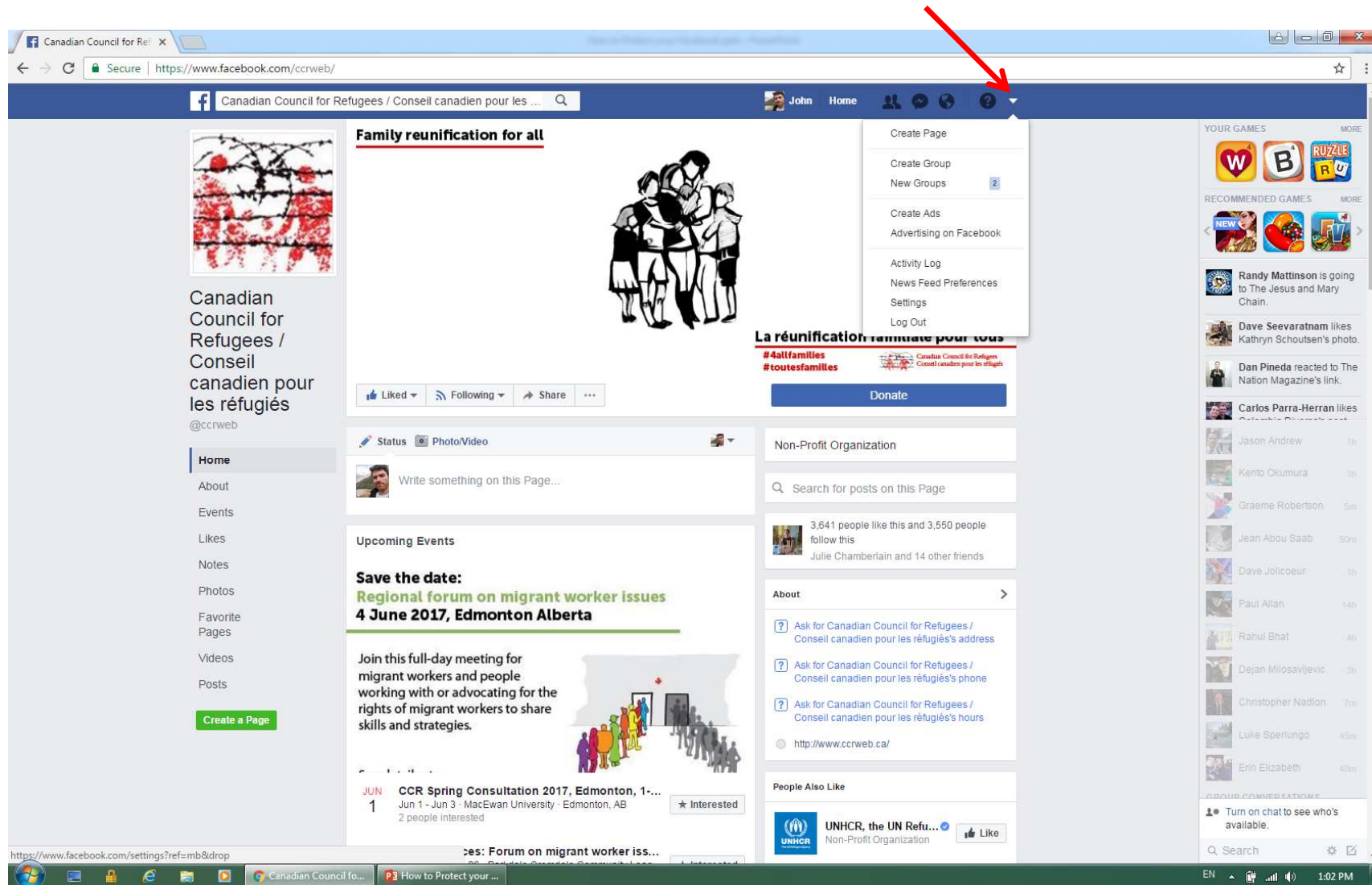
- 5. Click on “Confirm”. You will not be able to undo this action.

## 2. Protecting Your Future Posts

On a desktop computer:

1. Click on the settings arrow and select “Settings”.
2. From the left menu, click on “Privacy”.
3. Beside “Who can see my stuff – Who can see your future posts”, if it says “Friends”, your Facebook is already protected.
4. If it says “Public”, click on “Edit”.
5. Select “Friends” or “Friends except...” or “Specific friends” or “Only me”.





1. Click on the “settings” arrow and select “Settings”.

The screenshot shows the Facebook 'General Account Settings' page. On the left, a vertical menu lists various settings categories: General, Security and Login, Privacy, Timeline and Tagging, Blocking, Language, Notifications, Mobile, Public Posts, Apps, Ads, Payments, Support Inbox, and Videos. A red arrow points to the 'Privacy' option. The main content area is titled 'General Account Settings' and contains a table of user information with 'Edit' links for each field.

Field	Value	Action
Name	John Norquay	Edit
Username	http://www.facebook.com/johnnorquay	Edit
Contact	Primary: johncorynorquay@gmail.com	Edit
Ad account contact	johncorynorquay@gmail.com	Edit
Networks	University of Toronto and McMaster	Edit
Temperature	Celsius	Edit
Manage Account	Modify your Legacy Contact settings or deactivate your account.	Edit

At the bottom of the page, there are links for 'About', 'Create Ad', 'Create Page', 'Developers', 'Careers', 'Privacy', 'Cookies', 'Ad Choices', 'Terms', and 'Help'. The footer includes 'Facebook © 2017' and a list of languages: English (US), Français (France), Español, 中文(简体), 한국어, 日本語, Português (Brasil), Deutsch, Italiano, العربية, हिन्दी.

- 2. From the left menu, click on “Privacy”.

The screenshot shows the Facebook Privacy Settings and Tools page. The left sidebar contains navigation options: General, Security and Login, Privacy (selected), Timeline and Tagging, Blocking, Language, Notifications, Mobile, Public Posts, Apps, Ads, Payments, Support Inbox, and Videos. The main content area is titled "Privacy Settings and Tools" and contains several sections:

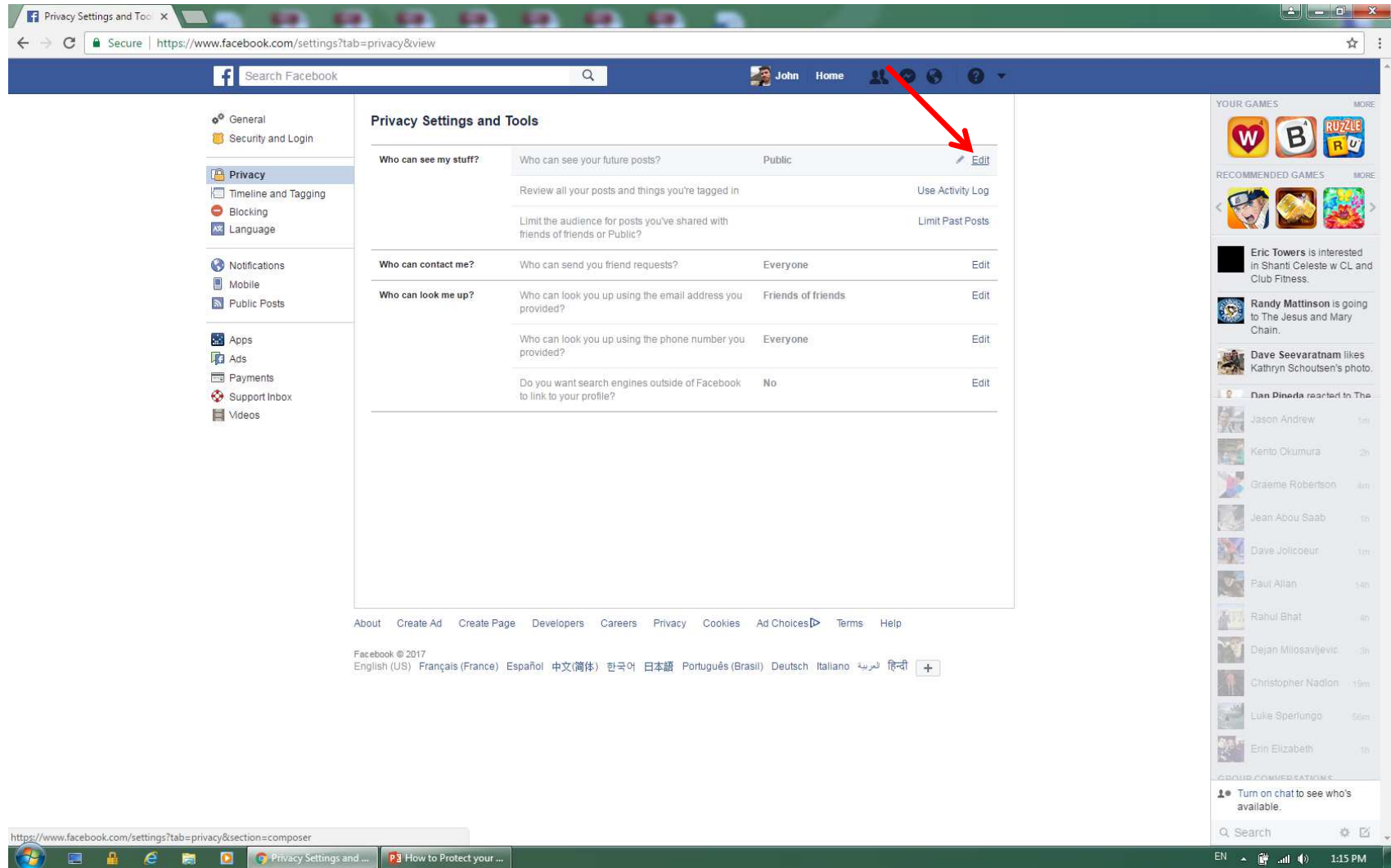
- Who can see my stuff?**
  - Who can see your future posts? **Friends** (with an "Edit" link)
  - Review all your posts and things you're tagged in (with a "Use Activity Log" link)
  - Limit the audience for posts you've shared with friends of friends or Public? (with a "Limit Past Posts" link)
- Who can contact me?**
  - Who can send you friend requests? **Everyone** (with an "Edit" link)
- Who can look me up?**
  - Who can look you up using the email address you provided? **Friends of friends** (with an "Edit" link)
  - Who can look you up using the phone number you provided? **Everyone** (with an "Edit" link)
  - Do you want search engines outside of Facebook to link to your profile? **No** (with an "Edit" link)

At the bottom of the page, there are links for "About", "Create Ad", "Create Page", "Developers", "Careers", "Privacy", "Cookies", "Ad Choices", "Terms", and "Help". The footer includes "Facebook © 2017" and a list of languages: English (US), Français (France), Español, 中文(简体), 한국어, 日本語, Português (Brasil), Deutsch, Italiano, العربية, हिन्दी, and a plus sign for more languages.

The right sidebar shows "YOUR GAMES" (W, B, Ruzzle) and "RECOMMENDED GAMES" (a list of game icons). Below that, there are several activity notifications, including "Eric Towers is interested in Shanti Celeste w CL and Club Fitness", "Randy Mattinson is going to The Jesus and Mary Chain", "Dave Seevaratnam likes Kathryn Schoutsen's photo", and "Dan Dineda reacted to The...". At the bottom of the right sidebar, there is a "TURN ON CHAT" button and a search bar.

The browser's address bar shows "https://www.facebook.com/settings?tab=privacy" and the taskbar at the bottom shows the system tray with the time "1:13 PM".

- 3. Beside “Who can see my stuff – Who can see your future posts”, if it says “Friends”, your Facebook is already protected.



- 4. If it says “Public”, click on “Edit”.

The screenshot shows the Facebook Privacy Settings and Tools interface. The main content area is titled "Privacy Settings and Tools" and contains several sections. The "Who can see your future posts?" section is the focus, with a dropdown menu open over it. The dropdown menu lists the following options: "Public" (checked), "Friends", "Friends except...", and "More...". A red arrow points to the "Friends" option. The "Friends" option is described as "Your friends on Facebook". The "Friends except..." option is described as "Don't show to some friends". The "More..." option is described as "Everyone".

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English (US) Français (France) Español 中文(简体) 한국어 日本語 Português (Brasil) Deutsch Italiano العربية हिन्दी +

- 5. Select “Friends” or “Friends except...” or “Specific friends” or “Only me”.