

# Social Media Privacy Checklist

*Checklist · Lock Down What Each Platform Knows And Shares About You.*

**Social platforms default to maximum visibility because that's what makes them money. Run through this once per platform to flip the defaults — about 5 minutes each.**

## Universal Settings (Apply To All Platforms)

- Account is set to private / friends-only (where the platform allows).
- MFA is enabled (authenticator app preferred).
- Login alerts are turned on.
- Trusted contacts / recovery contacts are set up where supported.
- Profile picture and cover photo are reviewed for sensitive details (license plates, kids' faces, locations).
- Bio doesn't include exact location, employer email, phone number, or birthdate (use month/day only).

## Facebook

- Settings → Privacy → 'Who can see your future posts?' = Friends.
- 'Who can see your friends list?' = Only Me.
- 'Limit Past Posts' clicked once (changes all old posts to friends-only).
- Settings → Profile and Tagging → 'Review tags people add to your posts' = ON.
- Settings → Apps and Websites → remove anything you don't actively use.
- Settings → Off-Facebook Activity → Disconnect future activity.
- Tools → Activity Log reviewed for embarrassing or risky old posts.

## Instagram

- Settings → Privacy → Account is Private (toggle ON).
- Tags → 'Allow tags from' = People I Follow (or Off).
- Story → hide from anyone who doesn't need to see it.
- Activity Status (showing when you're online) = Off.
- Story sharing to followers' stories = Off (limits resharing).

## X / Twitter

- Settings → Privacy & Safety → 'Protect your posts' = ON (private account).
- Photo tagging set to 'Only people you follow.'
- Direct messages 'Allow message requests from everyone' = OFF.
- Discoverability via email and phone = OFF.
- Topic targeting = OFF.

## LinkedIn

- Settings → Visibility → 'Profile viewing options' = Anonymous (when reviewing others' profiles).
- Contact Info shows minimum needed for professional purposes.
- Job alerts that include your current employer = adjusted (if discreet job search).
- Connection requests from people you don't know = filtered.

## TikTok

- Account is Private (Settings → Privacy → Private Account).
- Comments / Stitch / Duet limited to friends only.
- Direct Messages = friends only.
- Personalised ads = OFF.
- Suggest your account to others = OFF.

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