- <u>Do</u> use Two-Factor Authentication to protect all your information. Like all social media accounts, it is important to make sure your Pinterest account is as secure as possible. Two-Factor Authentication is one of the best ways to protect your information.
- <u>Do</u> make sure your email is up to date! If Pinterest suspects nefarious activity on your Pinterest account, they will lock your account down and send your new password to the email address on file.
- <u>Do</u> make your boards private once you create them so that they are not searchable by other Pinners.
- <u>Do</u> monitor what your children are looking at on Pinterest. Pinterest does have inappropriate content that, if not specifically tagged as such, will not be flagged or removed by Pinterest.
- <u>Don't</u> put personal information on the title of your Pinterest boards. A lot of information can be obtained simply by reading a title (e.g., whether you have children, rent or own a home, marital status, etc.)

Your Profile

Since there aren't many privacy settings to manage on Pinterest, it is especially important to ensure the ones they provide are locked down. In order to change your Pinterest settings on your PC, look to the top right of your screen and select "Settings" (three horizontal ellipses, or a down arrow). Once you are on the "Settings" page you will be able to go through each of the settings provided by Pinterest.

First, let's review the "Edit Profile" page, which provides your basic information on Pinterest. It is recommended you avoid using your full name as your "Username," and instead use parts of your name or a nickname. It is also recommended leaving the "Bio" and "Location" sections blank. This information is not required. Select "Done" to save any changes.



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Account settings Set your login preferences, help us personalize your experience and make big account changes here **Basic information** Password Change Country/Region ~ United States Language English (US) ~ Male Female Non-binary Login options Use your Facebook or Google account to log in to Pinterest. Use your Facebook account to log in Use your Google account to log in

Account Settings

Next, let's review your "Account settings." Under "Account settings" you will find options to change your email address and password, set your login options, and delete or deactivate your account in case you decide you no longer want to use Pinterest.

It is recommended you always log in with a unique password used only for Pinterest, and that you never login via Facebook or Google. Ensure the toggles next to these options are set to "Off." If you decide to deactivate your account or delete it altogether, follow the prompts after selecting the correct option. Select "Done" at the top to save your changes.



Linking Accounts

The next few settings have to do with linking your other social media accounts to Pinterest. As always, we recommend that you do not link any other social media accounts to Pinterest. If someone gains access to one of your social media accounts, keeping them separate prevents an intruder from accessing all your other accounts.

First, see the "Claim" section. This option allows you to connect Instagram, Etsy, or YouTube accounts, with the purpose of gaining more popularity for your posts across all platforms. It is recommended you not "Claim" these accounts.

Claim Get credit for all your content on Pinterest. When you content, your name and profile picture will show up not that come from your site or external accounts.	*
⊕ Websites	Claim
(O) Instagram	Claim
E Etsy	Claim
▶ YouTube	Claim

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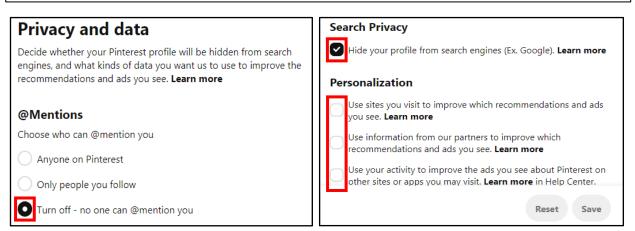
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Privacy and Data Settings

Next, continue down the screen to find "Privacy & data" and review the settings. First, you will see "@Mentions," which allows other Pinterest users to mention you in their comments and pins. It is recommended that this function be turned off or that "Only people you follow" be allowed to mention your name.

You will also see "Search Privacy," which, left unchecked will allow your account to be searchable on Google. It is recommended you make your account private by checking the box next to "Search Privacy."

Next, look at "Personalization" and review the list beneath it. These settings allow Pinterest to collect information about you in order to personalize ads and other content for you. It is recommended leaving all boxes in this section unchecked.



Security

Now let's visit the "Security" section, which allows you options for better account security. The first section is for "Two-factor Authentication," which is strongly recommend you enable. Select the box next to "Require code at login," and you will have the option of having a code sent to your mobile device that you will need to enter when you log in - a new code will be sent each time you log in.

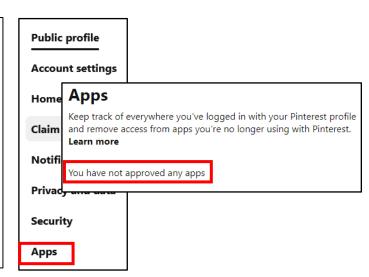
Under "Two-factor Authentication," you will see "Connected devices." Select "Show sessions" in this section and you will be provided the opportunity to "End Activity" for all sessions that may seem suspicious or are not needed.

 ✓ Edit profile ▲ Account settings Turn on two-factor authentication and check your list of connected devices to keep your account, Pins and boards safe. Learn more 	Connected devices This is a list of devices that have logged in to your account. Revoke any sessions that you do not recognize. Learn more
Require code at login	Hide sessions Last accessed:
e security	June 7 Location: Florida, United States (Approximate, based on IP Device Chrome accessed: October 24, 2018, 11:46 PM End Activity

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Third-Party Applications

Finally, the "Apps" section allows you to disconnect any third-party apps you might have linked to your account. Again, it is recommended keeping all accounts separate for the best security. If you were to lose your mobile device or computer, you do not want someone to have full access to all your accounts, including Pinterest. If there are any apps listed in this section, it is recommended you delete them.



Your Pins V

Visible Content

Everything that you "Pin" is public. Everyone, not just your followers, can see your profile and what you pin. Pinterest has no means of limiting the visibility of your "Pins" or your "Comments" like most other social media platforms provide (unless you make them "Secret," which is discussed next).

There is only one way to ensure full control over your "Boards" and "Pins," which is by setting them to "Secret." When you use this feature, no one can see your content unless you specifically invite them. It is recommended you consider setting some or all of your "Boards" to "Secret" in order to limit the amount of information someone can gather about you.

To create a "Secret Board," select your "Profile Icon" in the top right corner of the page. Then select the "+" icon to create a new "Board." Name the board and set the toggle next to "Keep this board secret" to "On." Select the "Create" button. Only the creator of the "Secret Board" has control over its features and with whom content is shared. You must invite "Collaborators" via email in order for others to see the content. When you "Pin" content to a "Secret Board," the "Pins" are also private.

In order to change a "public" board to a "Secret board" simply open the board you wish to change, then select the three dots next to the board title. From the drop down select "Edit board." Scroll down to select "Keep this board secret" then hit "Done."

Create board		
Name		
Like "Plac	ces to Go" or "Recipes to Make"	
	his board secret y you and collaborators can see it. Learn r	more

4

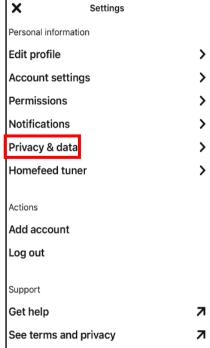
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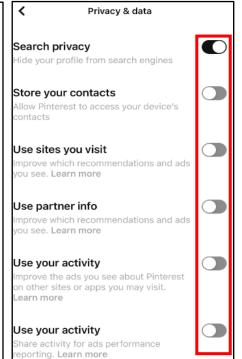
Security and Privacy Settings

On your mobile device, you will begin at your "Profile" screen by selecting the "Profile" icon at the bottom right of the screen or locating your "Profile Picture" on the page. Then select the "Settings" icon at the top right. The "Edit profile" and "Account settings" are the same as the computer version.

However, the "Privacy & data" section is a little different on the mobile version. If you select "Privacy & data," check "Store your contacts" and ensure the toggle is set to "Off." Additionally, make sure all your privacy settings are set the way you want them, in case the settings you chose via computer did not transfer to the mobile app.

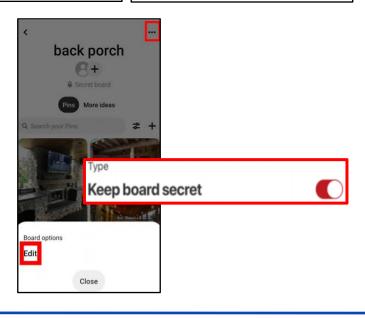






Edit Board Privacy

Select the "Board" you want to make private, then select the "Menu" icon or the ellipse at the top right of the screen. Select "Edit," then scroll down to "Keep board secret," and set the toggle to "On." To save your changes, select the "Done" button at the top right of the screen.



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