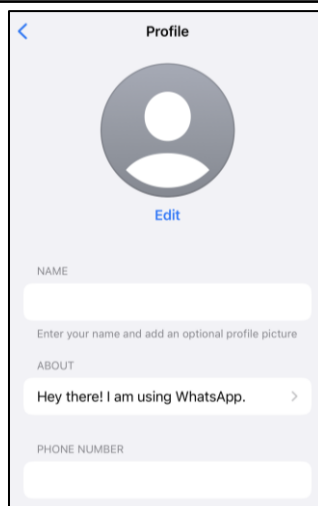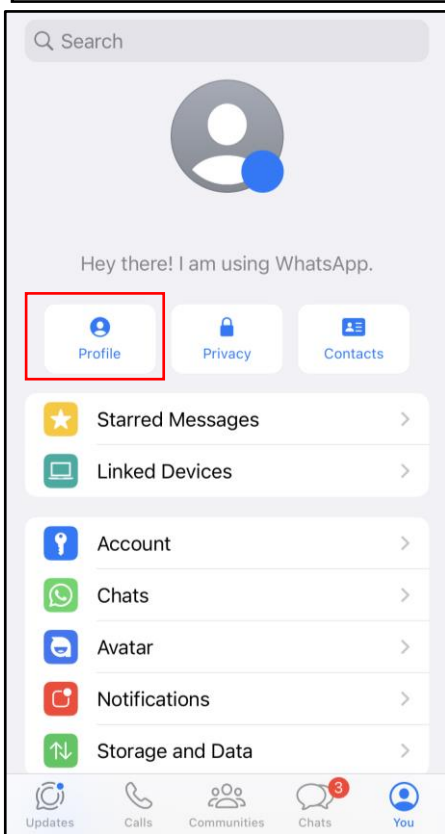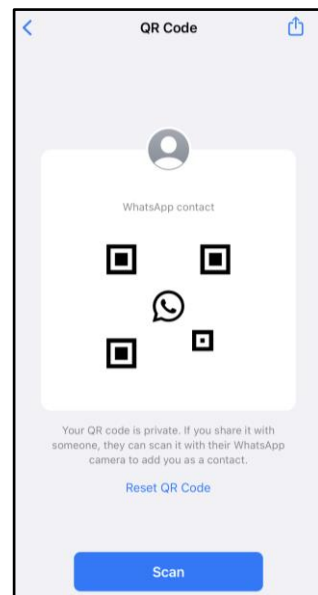# WHATSAPP

• **Do** set up privacy and security settings on WhatsApp and help your family do the same.
• **Do** remember there are privacy concerns when using your name and birthdate when registering for free services, such as apps and social media.
• **Do** change your password periodically and turn on Two-Factor Authentication to help keep your account secure.

• **Don't** send anything compromising over any social media or Internet-based tool/application.
• **Don't** establish connections with people you do not know. Understand that people are not always who they say they are online.
• **Don't** register or log in using third party sites (e.g., using Google to log-in to Twitter, etc.) or otherwise link third party sites together. These sites may aggregate and misuse your personal information and data.

Your Profile

If you click on your name, it will bring you to your Profile. Here you can edit your name, photo, and "About" information. It also shows the phone number registered to your account.
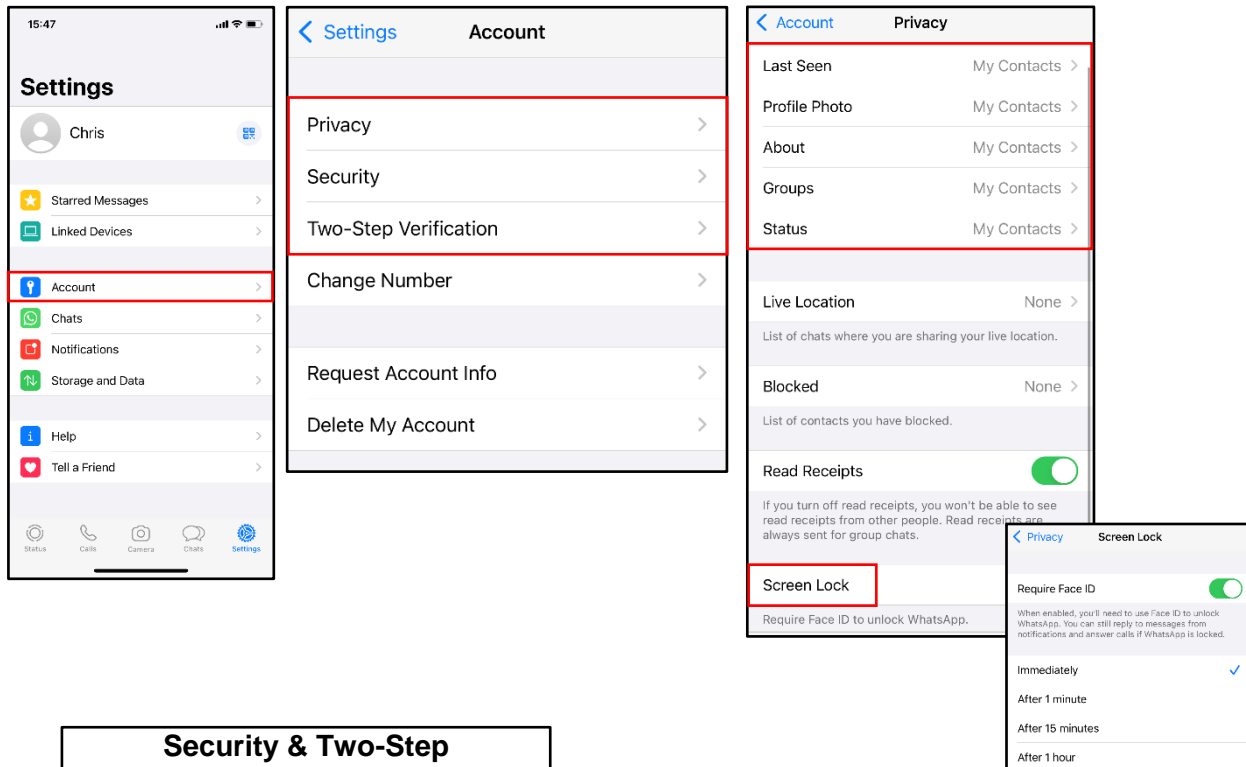
QR Code

Separately, if you click on the QR code to the right of your name, the screen to the left will appear. It is the QR code associated with your account and can be used to add Contacts. It is recommended you only give your QR code to people you know and trust.

WhatsApp has built in end-to-end encryption; meaning that your messages, photos, videos, voice messages, documents, and calls are encrypted during transmission so that only you and the person you're communicating with can read or listen to what was sent.

WHATSAPP

Privacy

Under "Account" go to "Privacy." Once here, you can go through the settings to change who is able to view things like your "Status," "Profile Photo," "About," and "Last Seen" online. It is recommended to set it to "My Contacts." There is also an option for "Nobody" and "Everyone." Ensure that your "Live Location" is turned off and that your "Screen Lock" is enabled. "Screen lock" will make it so you'll need your Face ID to open WhatsApp. However, you will still be able to reply to messages from notifications and answer calls.

Security & Two-Step Verification

Under "Account" go to "Security." Here you can enable "Show Security Notifications." This will make it so you get notified when your security code changes for a contact. This security code is the QR code you give when adding a friend. They can sometimes change as people reset their code, re-install WhatsApp, or change phones. Next is "Two-Step Verification." It is recommended you enable this to add an extra layer of security.