

# Safety Checklist

# FACEBOOK



## PERSONAL PROFILE

- Use your own name & add a two-step authentication login process
- Have you updated your timeline & tagging settings?
- Is "Review" setting turned on?
- Be careful who you friend, do they look legitimate, do they have photos?
- Is your business page linked to your personal profile?
- Have you nominated 3 friends in case you get locked out? ([Instructions here](#))

## BUSINESS PAGE & FACEBOOK GROUPS

- Are you added as an admin on your business page & groups?
- Have you added at least 2 other trusted people as admins?
- Are you tweaking your posts before repurposing?
- Are there multiple people logging in at once, be careful!
- Are you sending the same links over and over? Facebook may see this as spam.
- Use Bit.Ly to create new links to the same content you're sharing.

More ways you keep your accounts safe [HERE](#)