

Staying safe on Twitter

Twitter is a social networking site that allows people all over the world to comment on news, events and things that are happening to them as they occur. Known as 'microblogging', these comments – ‘tweets’ – have to be very short. When you sign up for Twitter, your Tweets are public by default; anyone can view and interact with your Tweets.

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| 1. | Who can see my Tweets? | * **Public Tweets** can be seen by anyone, whether or not they have a Twitter account.
* **Protected Tweets** may only be visible to your Twitter followers.
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| 2. | How do I **protect** my tweets | In **Settings** go to **Privacy and safety.*** In the Tweets section, **Check** the box to **Protect your Tweets**

On the web, you will need to **Save changes** at the bottom of the screen and will be prompted to re-enter your password.You can make you Tweets **Public** by turning off this protection.*Note:* unprotecting your Tweets will cause any previously protected Tweets to be made public. |
| 3. | Manage your Personal Information | Most of the profile information you put on Twitter is always public; your biography, location, website, and picture. In the **Discoverability and contacts** section you turn ON or OFF whether people who have your email address and phone number can connect to you on Twitter. |
| 4. | Following and unfollowing Twitter accounts | You can **Follow** a twitter account to see their tweets in your timeline. Your followers can also **Direct message** you.If you no longer wish to see their tweets in your timeline you can unfollow them – go to your **following** list and turn OFF following. *Note:* You can still see their tweets if you go to their account. |
| 5. | Blocking and unblocking a Twitter account | You can **Block** a twitter account. This helps to restrict the account from contacting you, seeing your Tweets, and following you.* Click the   icon located at the top of a Tweet from the account you wish to block.
* Click **Block** *their twittername*, and then select **Block** to confirm.

*Note*: you may see Tweets or notifications in your timeline from others you follow that mention accounts you have blocked and Tweets that mention you, along with an account you have blockedBlocking an account you are currently following will cause you to unfollow that account (and them to unfollow you). If you decide to unblock that account, you will have to follow that account again.If you don’t want to block an account but don’t want their tweets to appear in your timeline, you can **Mute** them. |