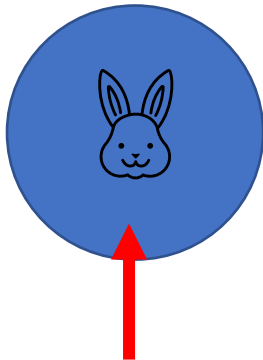*Checking what you have shared to the Public on a Mobile Device*

What's on your mind?

↑

Click on your Profile Picture

Your Name

+ Create story   ...

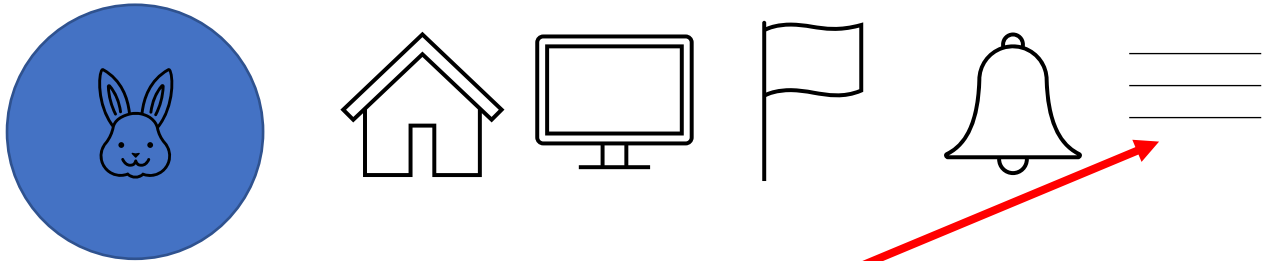Click on the Three dots to open Profile Setting

Choose

👁 View As

You are now viewing your Facebook page as your Public Profile (this is what people you are NOT friends with can see). Scroll down and check what is visible. If necessary, change your Privacy settings (instructions on next page) to remove things that should not be public. Click Exit View to leave the page.
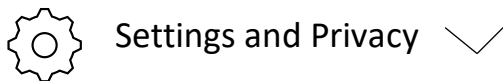
Changing Your Privacy Settings

facebook

Click on the Three Lines to access the Menu

Scroll Down to

⚙ Settings and Privacy ∨

Open the menu and select

👤 Settings

Scroll Down to

Audience and Visibility

Choose

▭ **Posts**

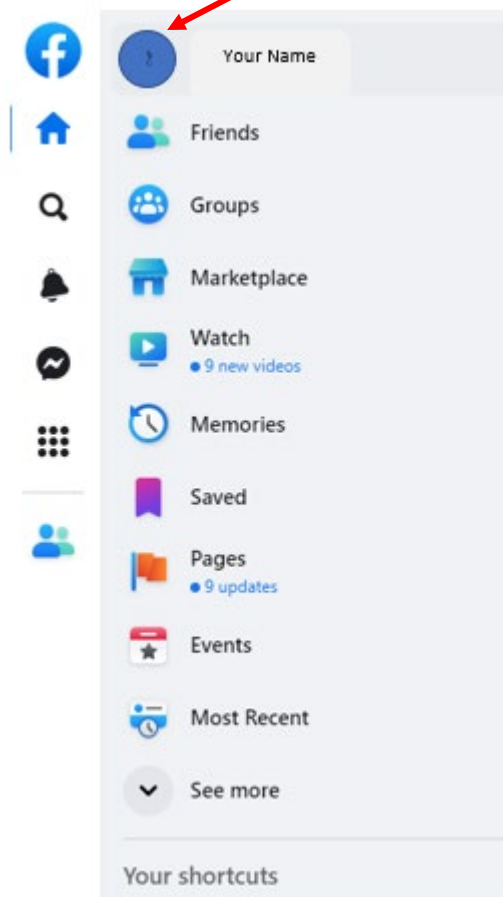Make sure each of the three "Who can see options" say Friends, if not change them

Choose Limit who can see past posts and click on LIMIT PAST POSTS
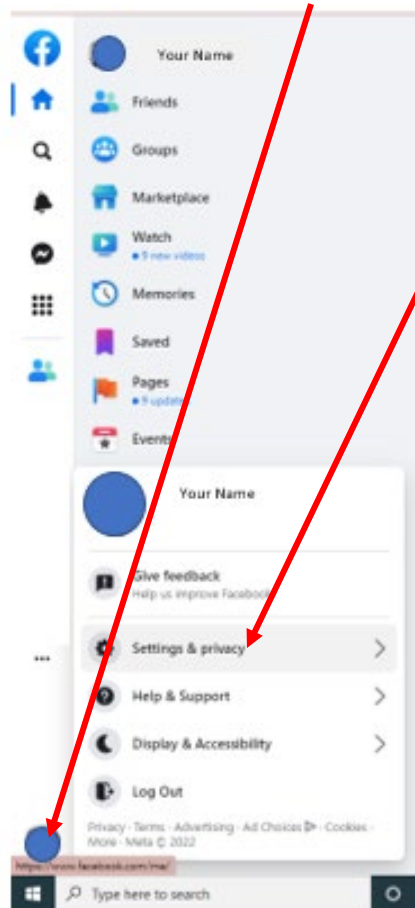
You should also check your settings for

- Followers and public content
- Profile and Tagging
- How people find and contact you

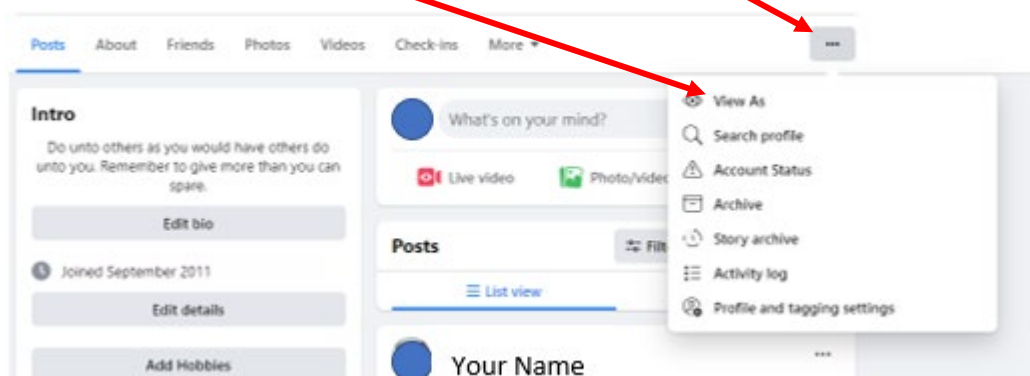## *On a computer the settings on the previous pages are found here:*

On your Computer Click your Profile Here

Menu and Privacy and Settings is found by clicking your picture at the bottom left

View your public profile by clicking the three dots at the top right on your Profile page and selecting View As

Follow the same steps on pages one and two to view your public profile and change your settings.