

## Tip 3: Know & Use Your Settings

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### Summary

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The settings on the sites you visit allow you to choose what you share and who you share with. Understand and adjust your settings on the sites and apps you use so that you only share with those people that you want to share with. This means posts, geotagging, photo uploading, profiles, and more.

### Text

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Welcome to the Google Online Safety Roadshow. We're here to teach you a few things you need to know so you can stay safe online and enjoy all of the fun things that the web has to offer.

Know and use your settings! Why do you need to understand settings? Because not all information people post online is meant to be seen by absolutely everyone. Some information should be kept private or shared with a smaller audience, just like in the real world, where you share different things with different people.

You can share some pictures with family and friends, but think carefully about what you share with everyone else. Security settings can help you control who can see your posts, making it easier for you to keep your information safe. Most sites will have settings buttons where you can easily find them, though remember, they can be in different places on each site you use.

The wrong settings can expose your personal details to more people than you intended. So always remember-- to know and use your settings.

### Quiz

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**Why is it important to understand settings, according to the Google Online Safety Roadshow?**

- A. To limit internet usage.
- B. To control who can see your posts.
- C. To increase online popularity.
- D. To promote web development.

**What does the text suggest about sharing information online?**

- A. Share everything with everyone.
- B. Be cautious and think before sharing.
- C. Only share information with family.
- D. Avoid using security settings.

**What is the purpose of security settings, as mentioned in the text?**

- A. To make information public to all.
- B. To limit the use of websites.
- C. To control who can access your posts.
- D. To enhance internet speed.

**Where can you usually find settings buttons on most websites, according to the text?**

- A. In the footer of the webpage.
- B. In the sidebar of the webpage.
- C. In different places on each site.
- D. In the header of the webpage.

**What can happen if you use the wrong settings, as mentioned in the text?**

- A. Increased online security.
- B. Limited access to your information.
- C. Exposure of personal details to unintended people.
- D. Improved user experience.