



WHAT DOES YOUR PROFILE SAY ABOUT YOU?

DID YOU KNOW?

- **MYSFACE AND FACEBOOK ARE THE TWO LARGEST ONLINE SOCIAL NETWORKS IN THE WORLD. BOTH NETWORKS ARE ACCESSIBLE TO THE GENERAL PUBLIC.**
- **POLICING SOCIAL NETWORKING SITES IS A PROSPERING BUSINESS. COMPANIES HAVE APPROACHED USC'S ATHLETIC DEPARTMENT OFFERING TO MONITOR STUDENT ATHLETE PROFILES. THEY CITED MULTIPLE EXAMPLES OF USC STUDENT ATHLETES' "INAPPROPRIATE" PROFILES DURING THEIR PROPOSAL.**
- **THIS IS NOT A VIOLATION OF YOUR FIRST AMENDMENT RIGHT BECAUSE 1) USC STUDENT ATHLETES SIGN A CODE OF CONDUCT FORM EACH YEAR RESTRICTING BEHAVIOR COMMONLY FOUND ON SOCIAL NETWORKING PROFILES AND 2) USC IS A PRIVATE INSTITUTION WHICH GIVES THE UNIVERSITY THE ABILITY TO MONITOR STUDENTS ANYWAY IT DEEMS NECESSARY.**
- **BEFORE HIRING A NEW EMPLOYEE, SUPERVISORS OFTEN USE MYSPACE AND FACEBOOK PROFILES TO FILTER POTENTIAL CANDIDATES.**

BEWARE OF:

- **PROVOCATIVE POSES**
- **PDA (PUBLIC DISPLAYS OF AFFECTION)**
- **UNDERAGE DRINKING**
- **ALCOHOL**
- **LANGUAGE USED IN PROFILE (AVOID PROFANITY OR GANG RELATED WORDS)**
- **FAVORITE TV SHOWS, BOOKS, AND MOVIES (BE CONSCIOUS OF THE CONTENT OF THESE ITEMS AND WHAT THEY MAY IMPLY)**
- **GROUP MEMBERSHIPS**
 - **PICKSPAL (ONLINE BETTING)**
- **RSVPS TO DIFFERENT SOCIAL EVENTS**
 - **DPS HAS USED FACEBOOK AS A MEANS TO IDENTIFY STUDENTS AT PROBLEMATIC PARTIES**
- **UPDATING YOUR STATUS TOO FREQUENTLY**

Remember that your profile reflects upon you as well as your university, your team, your friends, and your family

MONITOR:

- **PHOTOS TAGGED BY OTHERS**
- **WALL POSTINGS**
- **GIFTS/DRINKS RECEIVED**
- **SUPERPOKES**

SUGGESTIONS:

- **UPLOAD A COPY OF YOUR RESUME (ATTACHMENT)**
- **UPDATE PRIVACY SETTINGS AND NOTIFICATIONS (ATTACHMENT)**

- INCLUDE A LINK TO A PERSONAL, PROFESSIONALLY-GEARED WEBSITE
- DOWNLOAD PHOTOS THAT PROVIDE A HOLISTIC IMAGE OF YOURSELF (EX. SPORTS PHOTOS, COMMUNITY SERVICE, FAMILY, FRIENDS, RELIGION)
- UPDATE CAPTIONS TO APPROPRIATE PHOTOS
 - “AT SWIM WITH MIKE WITH MY TEAMMATES”

UPLOAD A COPY OF YOUR RESUME

USING FACEBOOK:

SELECT “APPLICATIONS” FROM BOTTOM LEFT ON FACEBOOK PAGE

SELECT “FIND MORE” FROM POP-UP MENU

TYPE “RESUME” INTO THE SEARCH BOX

SELECT “MY RESUME” OR “CAPTAIN RESUME” AND FOLLOW THE INSTRUCTIONS

UPDATE PRIVACY SETTINGS AND NOTIFICATIONS

MYSPACE

AFTER YOU LOGIN, COMPLETE THE FOLLOWING STEPS TO ENSURE THAT YOUR INFORMATION IS PRIVATE.

MY ACCOUNT → PRIVACY

Settings: Privacy View My Profile
Edit Profile

[Contact Info](#) | [Account](#) | [Password](#) | [Privacy](#) | [Spam](#) | [Notifications](#) | [Applications](#) | [Linked Sites](#) | [Mobile](#) | [Calendar](#) | [Miscellaneous](#)

General Privacy:

Online Now: Show people when I am online

Birthday: Show my birthday to my friends

Profile Viewable By: Everyone
 Everyone 18 and over
 My friends only

Photos: Allow my photos to be shared/emailed

Block Users By Age: Allow users under 18 to contact me

Block Users: Block individual users by clicking "Block User" on their profile.
[\[View list\]](#)

Online Now: When you are on MySpace, an **Online Now!** icon will appear on your profile and wherever your name appears to let others know you are online.

Profile Viewable By: Only the people you select will be able to view your full profile and photos. Everyone else will only see your name, photo, location, and contact table.

Photos: Emailed photos contain a link to your photo on MySpace, but will be viewable according to your profile and album privacy settings.

Block Users: Blocked users will not be able to send you friend requests or messages.

PROFILE VIEWABLE BY: “MY FRIENDS ONLY”

PHOTOS: UNCLICK “ALLOW MY PHOTOS TO BE SHARED/EMAILED”

***REMEMBER TO CLICK SAVE ALL CHANGES**

MYSPACE

MY ACCOUNT → CONTACT INFORMATION

Contact Information

Display Name:

Help your friends find you. Enter your real name and any former names they may know you by (e.g., maiden name).

First Name:

Last Name:

Show my full name wherever my name and photo appear on MySpace.

Maiden Name:

Email Address and IM Information

Contact Address:

Help your friends find you. Enter other email addresses and IM names they may know (e.g., work, school). This info is used only for search.

Other E-Mail 1:

Other E-Mail 2:

[+ Add Another](#)

Instant Messenger 1:

none 

[+ Add Another](#)

EMAIL ADDRESS AND IM INFORMATION: BE CAREFUL OF PUTTING YOUR PRIVATE EMAIL HERE BECAUSE ALL COMMUNICATION WILL BE SENT TO THIS ADDRESS.
***REMEMBER TO CLICK SAVE ALL CHANGES**

MYSFACE


MY ACCOUNT → SPAM

 **Settings: Spam**

[View My Profile](#)
[Edit Profile](#)

[Contact Info](#) | [Account](#) | [Password](#) | [Privacy](#) | [Spam](#) | [Notifications](#) | [Applications](#) | [Linked Sites](#) | [Mobile](#) | [Calendar](#) | [Miscellaneous](#)

Spam Presets

Overall Level : 

Low Medium High Custom

[Save All Changes](#)

Communications Settings

- Messages :** Allow non-friends to send me messages
 Require CAPTCHA [?](#) for non-friends to send me messages
- Friend Requests :** Require last name or email address
 Require CAPTCHA [?](#)
 Allow bands to send friend requests
 Allow filmmakers to send friend requests
 Allow comedians to send friend requests
- Comments :** Require approval before comments are posted
 Require CAPTCHA [?](#) to add comments
 Only friends can add comments to my blog
- Group Invitations :** Allow anyone to send me invitations

COMMUNICATION SETTINGS: WHO DO YOU WANT TO ALLOW TO MESSAGE YOU?
***REMEMBER TO CLICK SAVE ALL CHANGES**

FACEBOOK

AFTER YOU LOGIN, COMPLETE THE FOLLOWING STEPS TO ENSURE THAT YOUR INFORMATION IS PRIVATE.

- **SETTINGS (TOP RIGHT ON MENU BAR) → ACCOUNT SETTINGS → NOTIFICATIONS**
SELECT “ON” FOR ALL
***REMEMBER TO CLICK SAVE ALL CHANGES**
- **SETTINGS → ACCOUNT SETTINGS → PRIVACY SETTINGS**
FROM HERE YOU CAN CHOOSE FROM PROFILE, SEARCH, NEWS FEED AND WALL, AND WALL APPLICATIONS
THIS IS ALSO WHERE YOU CAN CHOOSE TO **BLOCK** SPECIFIC PEOPLE FROM SEEING YOUR PROFILE










EX. SELECT “PROFILE”

Privacy ▶ Profile

Basic Contact Information

Control who can see your profile and related information. Visit the [Applications page](#) in order to change settings for applications.

See how a friend sees your profile:

Profile		Only Friends	[?]
Basic Info		Only Friends	[?]
Personal Info		Only Friends	[?]
Status Updates		Only Friends	[?]
Photos Tagged of You		Custom	[?]
		 Only Me	
		Edit Custom Settings	
		Edit Photo Albums Privacy Settings	
Videos Tagged of You		Only Friends	[?]
Friends		My Networks and Friends	[?]
Wall Posts	<input checked="" type="checkbox"/>	Friends may post to my Wall	[?]
		Only Friends	

SELECT WHO CAN SEE CERTAIN PORTIONS OF YOUR FACEBOOK PAGE

***REMEMBER TO CLICK SAVE ALL CHANGES**