Cyber Crime Prevention Flyer

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CID Cyber Lookout
On Point for the Army

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"Do What Has To Be Done"

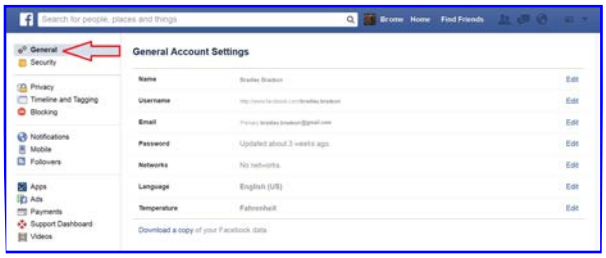
CPF 0037-14-CID361-9H-Facebook* **5 December 2014**

Configuring Facebook for a More Secure Social Networking Experience

Settings

Settings are available under the Facebook Configuration Arrow.

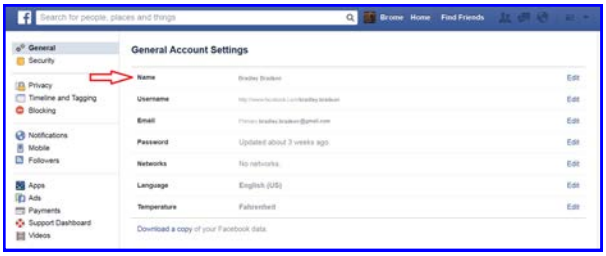
General Settings



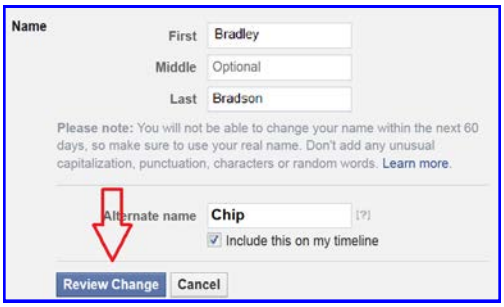
Name

You can change the name of your Facebook account to just about anything; however, Facebook's rules require that the name be your actual name. In Facebook's own words, "We require people to provide the name they use in real life; that way you always know who you're connecting with." Facebook, and likely every other social networking site, does not take a serious effort to verify anyone's identity.

The alternate name can be used for an unmarried name so friends can locate you (e.g., Susan Smith (Jones) or a nickname or diminutive of your given name). Once a name change is made, you are required to wait a period of time before another name change can be made.



1. **Click Name**.



2. Make changes as necessary and click **Review Change**.

   Facebook presents a preview of how your new name change will appear on your timeline.

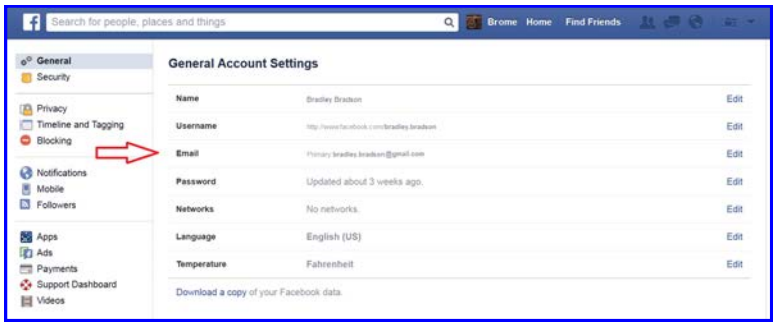
* This Facebook configuration guide is an addendum to CID Crime Prevention Flyer CPF-0037-14-CID361-9H

3. Check an acceptable variant, enter your password, and click **Save Changes**.

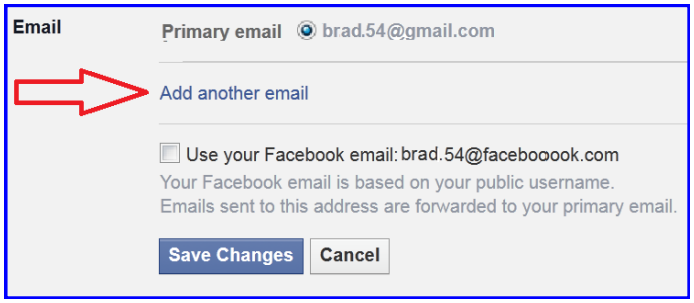
Email

When you created you Facebook account, your registration was email verified. That means that Facebook sent an email to the email address you provided That email had a web link you had to click to verify your email address.

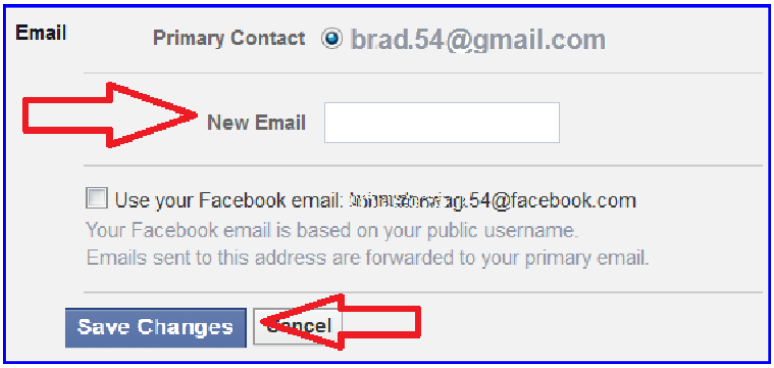
This is where you change your email address if the address you registered with Facebook is disabled or retired for any reason or if you want to receive emails in a different mailbox. Facebook will not allow you directly change your email address. Instead, you will have to add a new email address, verify it, and then delete the old email address.



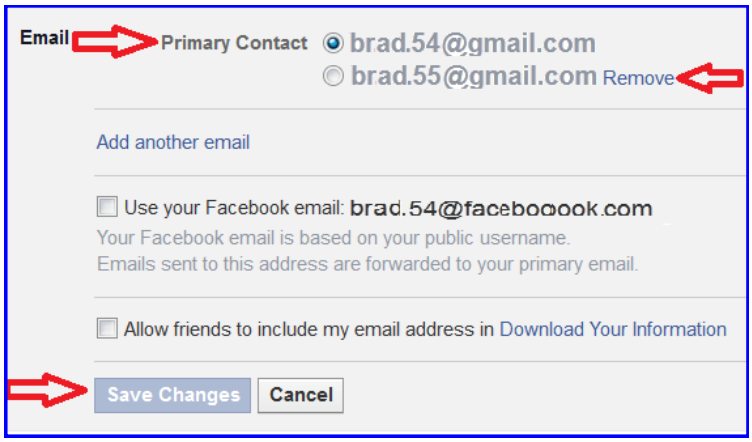
1. Click **Email.**



2. Click **Add another email.**



3. Enter the new **email address** in the box.
4. Click **Save Changes.**



5. Facebook will send an email message to the new email address confirming the change and a notification of change to the email address of record. Check for email in the inbox of the new email address and follow instructions there to confirm the change.
6. Return to the email section of Facebook and set the new email address to **Primary Contact** by selecting the radio button to the left of the new address.
7. Click **Remove** next to the old address, if you want to remove it.
8. Click **Save Changes**. If you have chosen to remove an email address, you will receive an email at the about-to-be removed address notifying you of the change.

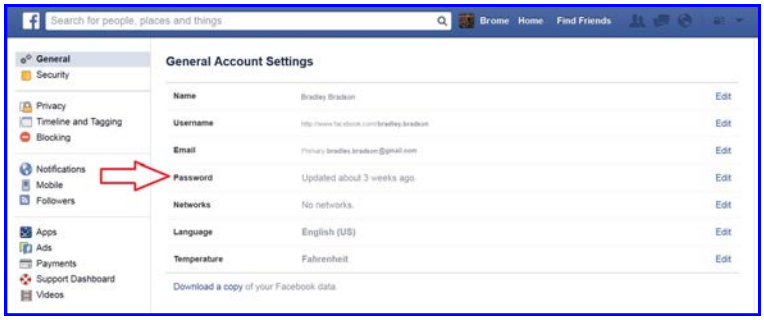
Passwords

Passwords, secret elements of authentication, are on the front line of defense preventing people and automated tools (e.g., password crackers) from illegally accessing your online accounts. Therefore, your choice of password and the frequency with which you change it are important security considerations.

A password, however, need not be limited to a word. It can be a passphrase. A passphrases is a string of characters that form a phrase. An example might be, "The song remains the same" or "I'll see you on the dark side of the moon". Passphrases are generally easier to remember than complex passwords and are more likely to survive a dictionary attack than a single password.

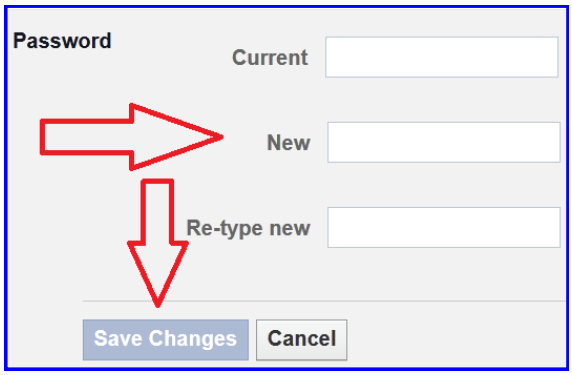
Guidelines for passwords to **avoid**, especially if you are a public figure or in a situation where much of your personal information might be in the public domain, include:

- Your name or any permutation of your name
- Your user ID or any part of your user ID
- Common names
- The name of any relative, child, or pet
- Your telephone number, social security number, date of birth, or any combinations or permutations of those
- Vehicle license plate numbers, makes, or models
- The school you attended
- Work affiliation
- The word "password" or permutations including "password" prefixed or suffixed with numbers or symbols
- Common words from dictionaries, including foreign languages
- Common dictionary word permutations
- Names or types of favorite objects
- All the same digits or all the same letters or letter sequences found on keyboards



1. Click **Password**.

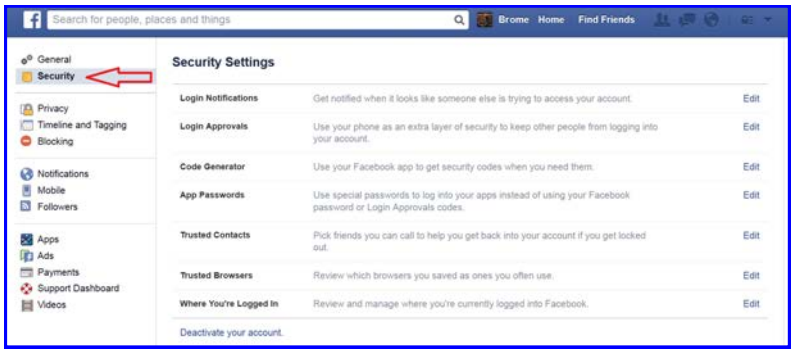
These Facebook configuration recommendations are based upon best information available at the time of publication but are not a guarantee of social networking safety. Facebook may have instituted configuration changes since publication. Users must exercise caution whenever interacting with social media.



2. Enter your current password.
3. Enter your new password or passphrase.
4. Re-enter it for verification.
5. Click **Save Changes**.

Security Settings

Security Settings are available under the **Facebook Configuration Arrow**.



Login Notifications

This is an effective means to identify attempted compromises to your Facebook profile. When accessing your profile, after correctly entering the username/password combination, Facebook checks for the presence of a "cookie" on your computer that identifies the browser as one from which you have accessed Facebook before. If the cookie is found, the login proceeds without further interaction.

If the cookie is absent or incorrect, Facebook will ask the user if information about the browser should be saved AND sends a text message or email to the addresses of record.

If you elect to use text messages, you will be required to provide Facebook with the number of your mobile device, which presents a separate issue. See the section labeled **Who Can Look Me Up**.

If the browser is unrecognized, you will encounter a Facebook challenge asking if you want to **Remember Browser**. Do not save that browser information unless you are using a computer you have control over and will use again. If, by chance, you mistakenly opt to save the browser or there is a browser you have previously saved but know you will not use again in the future, you can delete that browser by the instructions in the section **Trusted Browsers**.

Login Notifications is not double authentication. If the correct username/password combination is entered, the user will be allowed access to the profile. The defensive benefit of **Login Notifications** is the email or text message notifying you of the access. If you receive a login notification and did not login you should immediately change your password and take immediate steps as outlined in the sections **Trusted Browsers** and **Where You're Logged In**.

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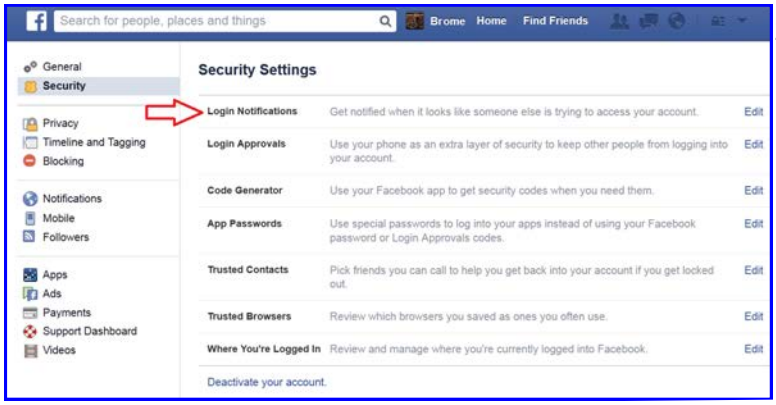
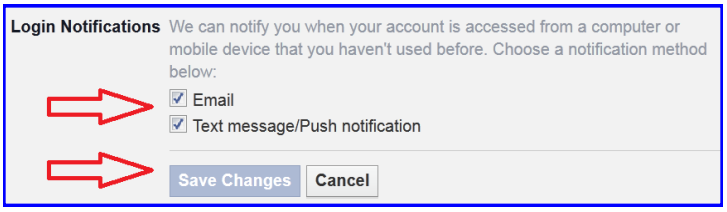
Login Notifications will not work if your browser is configured to refuse cookies or if your browser clears its cache when it closes. If your browser is set to refuse cookies or clear cache when exiting, it is best to leave these settings as they are and not use the **Login Notifications** feature.

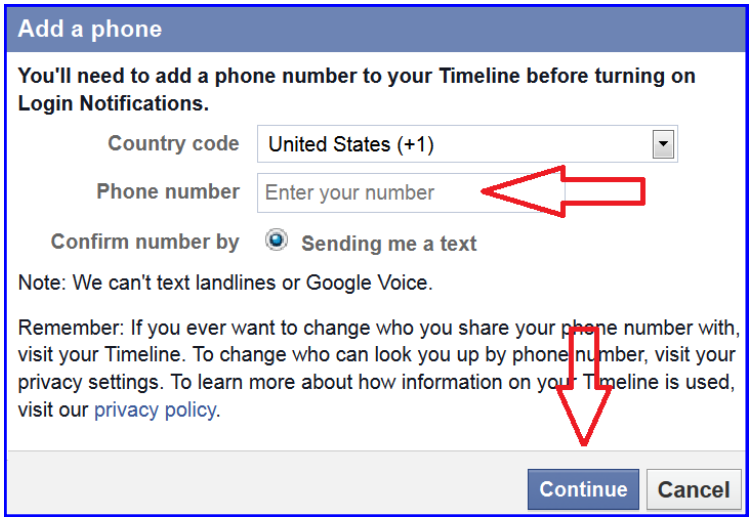


1. Click **Login Notifications**.

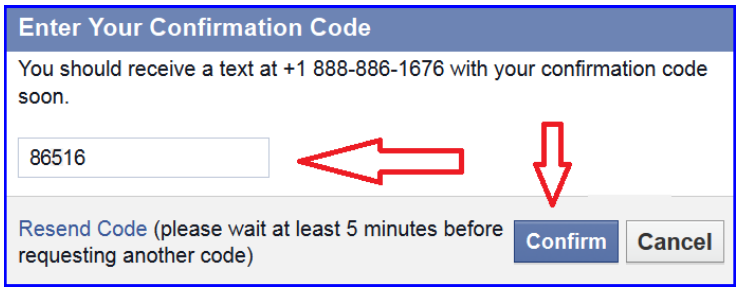


2. Select the type of notifications you want to receive and click **Save Changes**.

Email notices will be sent to your email on file with Facebook and a text message will be sent to the mobile phone on file with Facebook.



3. If you opt for text message notification and a mobile phone number has not already been associated with your Facebook profile, you will be asked for it. Enter a mobile phone number and click **Continue**. Facebook will forward a text message to that mobile phone for verification.



4. Check the phone for a message, enter the confirmation code, and click **Confirm**.

   The confirmation code might be rejected if too much time has elapsed after the text message was sent. Facebook is very general about the maximum allowable time.

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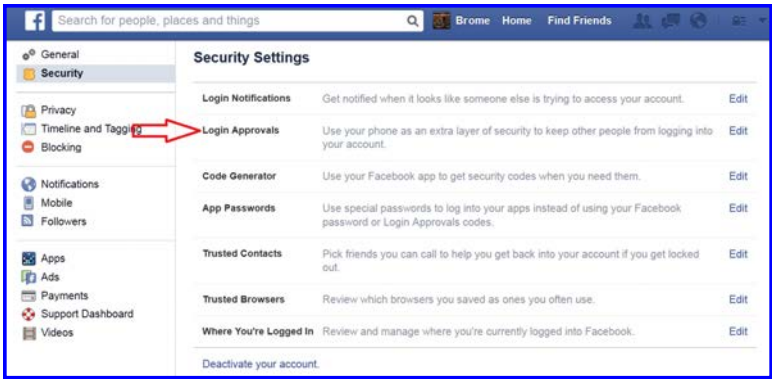
Login Approvals

This the best way to prevent your Facebook account from being accessed by someone else. **Every** login attempt to your Facebook account will be interrupted and a code sent to the mobile phone on file with Facebook. **Only after** that code is correctly entered into the Facebook dialog box will the login proceed past the challenge screen. The recipient of the text message has 20 seconds within which the login must be completed or the code expires and the process must be repeated.

Login Approvals, in conjunction with **Login Notifications**, will provide a substantial level of protection against profile compromise.

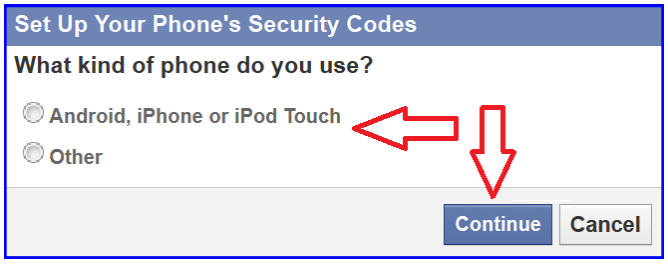
WARNING—If you use Login Approvals and retire the mobile telephone number without first updating the default number in Facebook you will likely lock yourself out of your account forever. Facebook support may be able to help you.



1. Click **Login Approvals**.

2. Check **Require a security code to access my account from unknown browsers**.

3. Review the **What are Login Approvals?** and click **Get Started**.



4. Select the type of phone and click **Continue**.

5. Verify that you have the latest Facebook application installed on the mobile phone you will be using for **Login Approvals**. If the latest version is not installed, visit the appropriate application store and install or update the application.
6. Click **Continue.**

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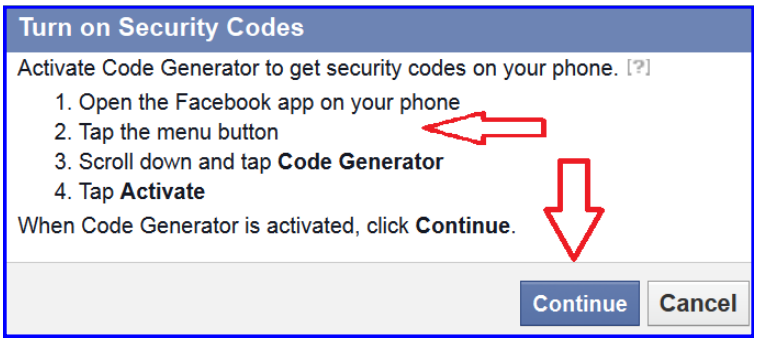


7. Follow the instructions to configure the application on the mobile device and click **Continue**.

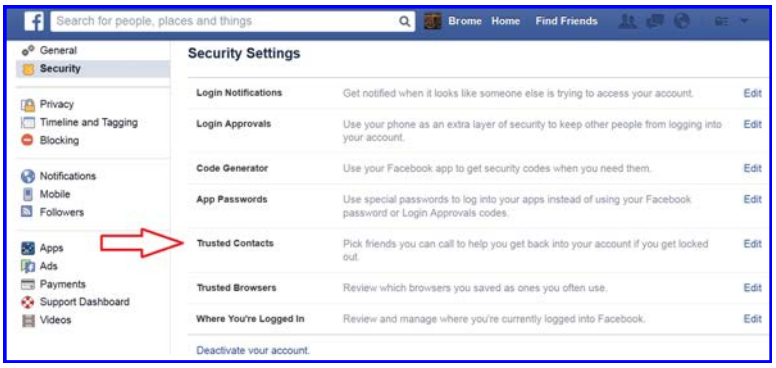
8. Enter the activation code generated by the Facebook application on your mobile device. Click **Confirm**.

Trusted Contacts

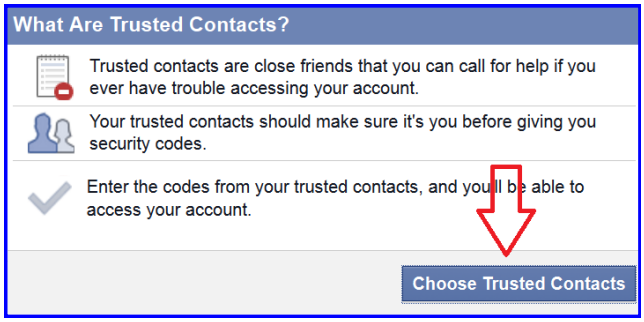
Facebook friends you can contact to help you access your Facebook account if you get locked out are **trusted contacts**. Selected friends will receive notification that they are your trusted contact so it is best to notify them prior to enabling this feature.

Trusted contacts should be people you know well - people you can trust. Your trusted friends should be familiar with their responsibilities and understand that if they are ever called upon to assist you, they should verify that it is you asking for their assistance. Accordingly, email is probably a poor method of verifying identity.

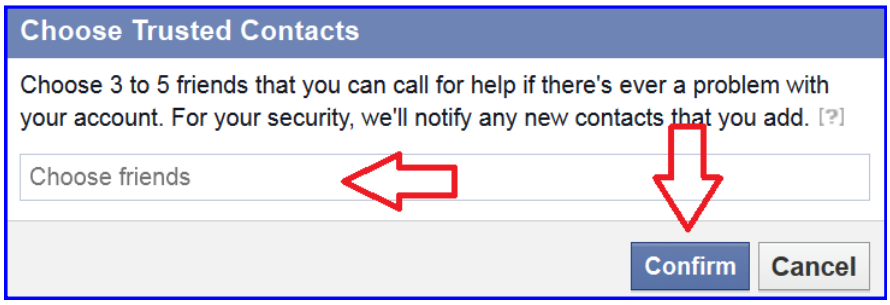
If at any time you decide you no longer want to have trusted friends in Facebook or you decide one or more of your trusted friends can no longer be trusted you can make those modifications in the **Trusted Contacts** area of security settings. Dropping a trusted friend does not generate an email message to the dropped friend.



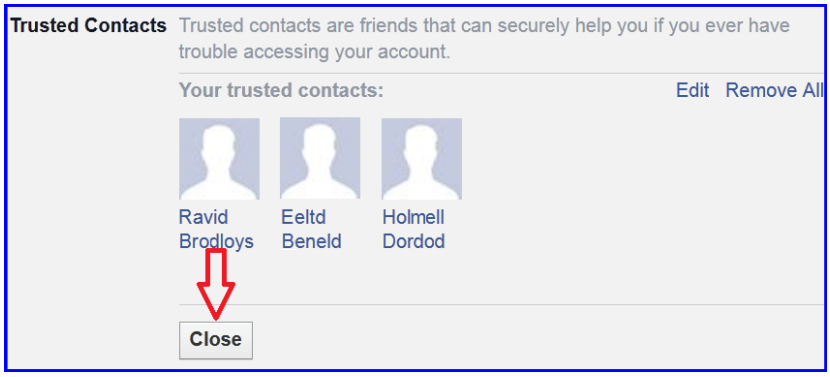
1. Click **Trusted Contacts**.



2. Click **Choose Trusted Contacts.**



3. Add from three to five trusted friends and click **Confirm**. These trusted friends must already be on your Facebook friends list.



4. Review your choices and click **Close**. Your selected **trusted contacts** will receive notification from Facebook that they have been selected as your trusted friends and will have the option of refusing the honor.

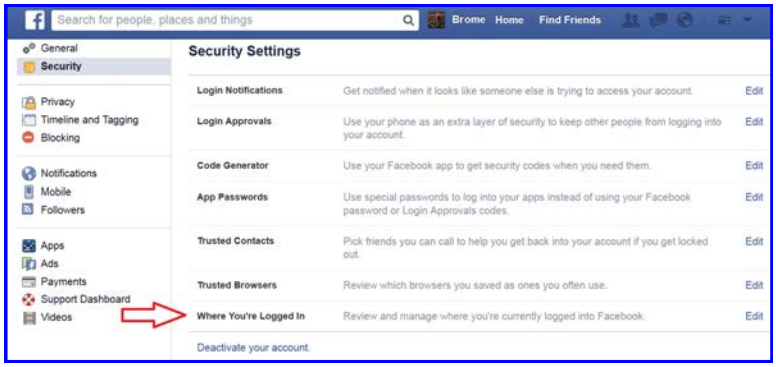
Where You're Logged In

This feature can be used to end any active Facebook session, including the one from which you are accessing your Facebook account. Like **Trusted Browsers**, this is more of a security audit tool than a security measure. **Where You're Logged In** will identify those computers from which you might not have properly logged out of and can tell you if unauthorized access to your account has occurred.

A generally good security practice is to log out of any Internet activity that requires a login; logging out is a specific menu choice. Closing the browser or restarting the computer may be insufficient to fully log out. In some circumstances, like accessing your Facebook account from a public computer or any computer that multiple people use, simply closing the browser window may not log out of Facebook. Then, quite possibly, the next person who opens Facebook from that computer could open to your account without being challenged for a password.

If you see a logged in browser and believe it to be an unauthorized connection you should:

- End the session associated with that browser,
- Change your password,
- Check **Trusted Browsers** (see below) and remove any improperly authorized browsers,
- Recheck **Where You're Logged In** to verify that a new session was not started.



1. Click **Where You're Logged In**.

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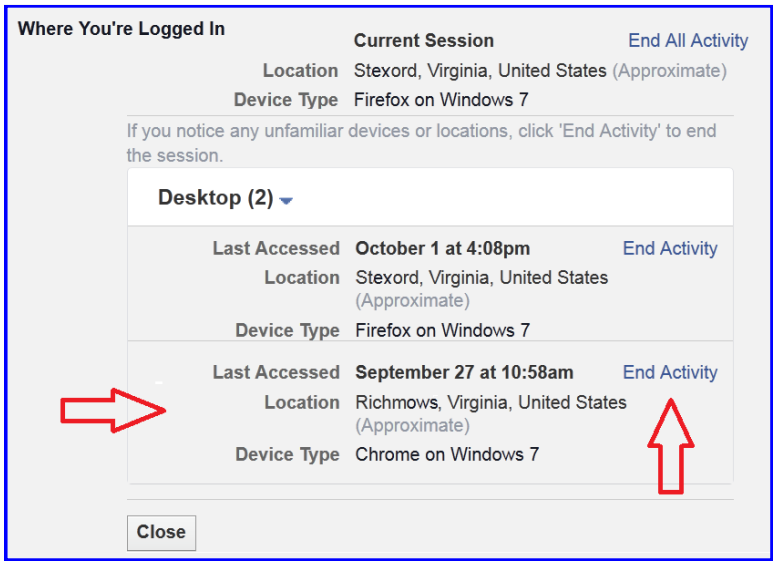
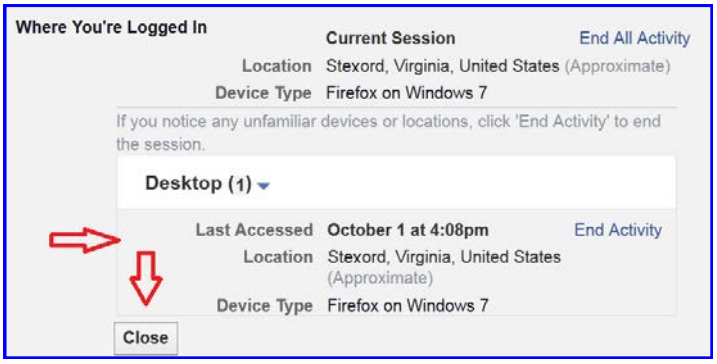


2. Identify locations where you want to end activity and click **End Activity**.



3. Verify that the session ended then click **Close**.

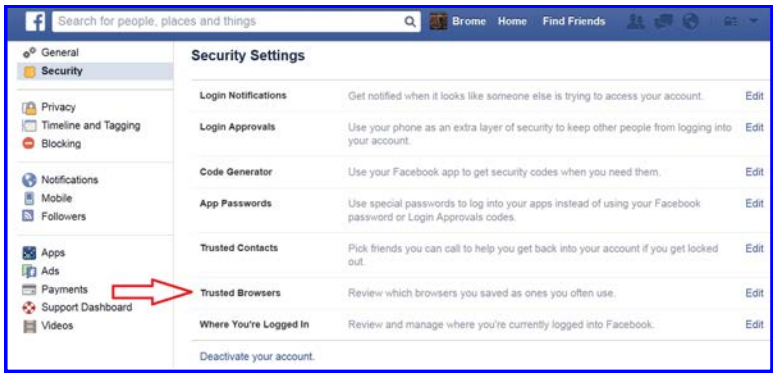
Trusted Browsers

Not so much a security setting as it is an audit tool, the list of **trusted browsers** shows you the browsers, the corresponding operating system of the machine the browser is installed on and the date trust was established.

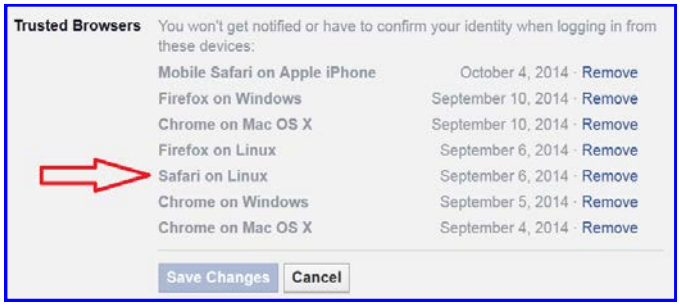
If you use **Login Notifications** then you should occasionally check this list and remove any browser you no longer use, **Trusted Browsers** you suspect are being used by others to access your account (this forces a login notification email the next time anyone logs in), and browsers you may have mistakenly trusted.

If you see a browser listed as a **trusted browser** you do not recognize, you should:

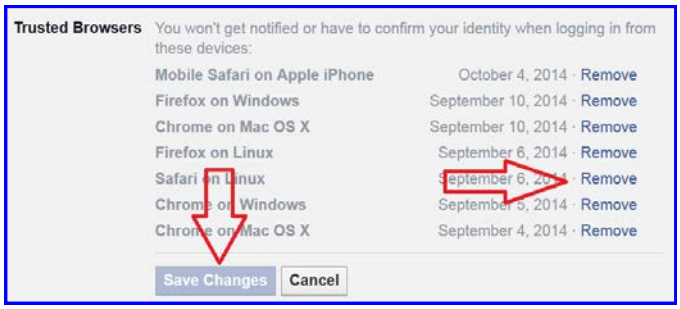
- Remove the browser
- Change your password
- Check **Where You're Logged In** (see above) and end activity that is not you
- Recheck **Trusted Browsers** to verify that a new **trusted browser** has not been added



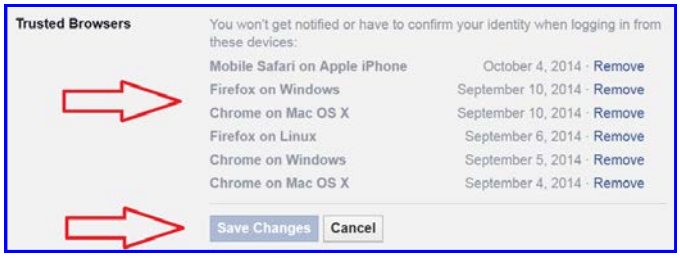
1. Click **Trusted Browsers**.



2. Identify the browser you want to un-trust.
3. Click **Remove** opposite the unwanted browsers and then click **Save Changes**.



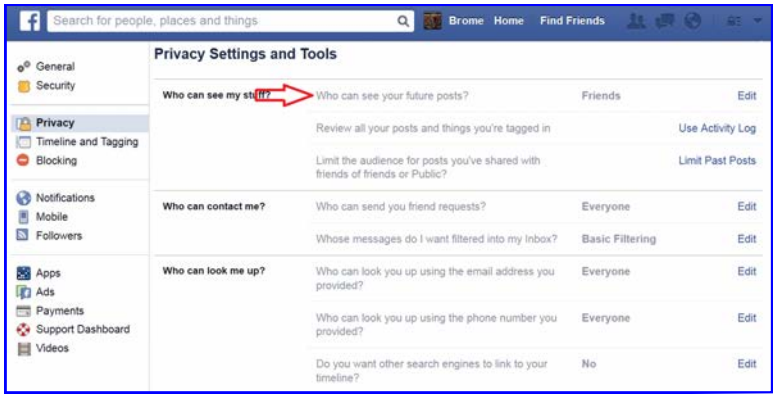
4. Verify that the intended browser was removed.



5. Click **Save Changes**.

Who Can See My Future Posts

Limiting the visibility of future posts to just friends is the best way to limit access to items on your timeline to people with whom you have a trust relationship. This assumes that people on your friends list are in fact the people they purport to be. Social engineering is a reality and Facebook does nothing to verify the identity of new subscribers.



1. Click **Who Can See Your Future Posts?**

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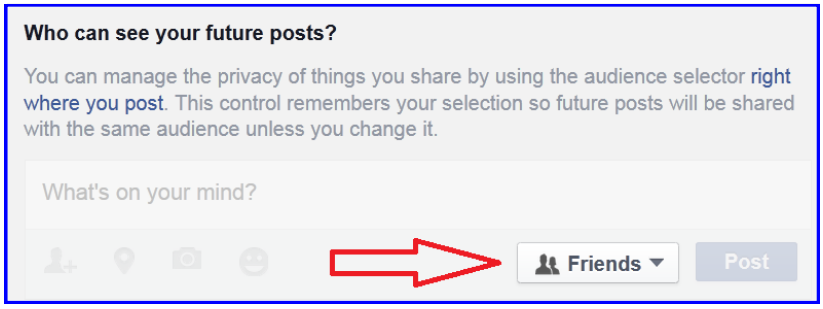
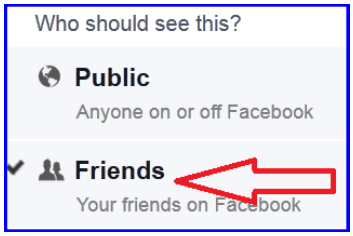
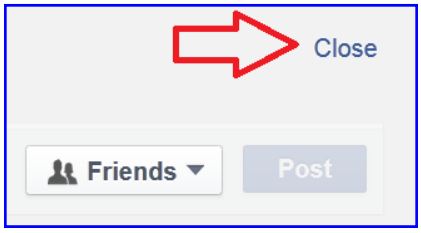


2. Click the selection down arrow.

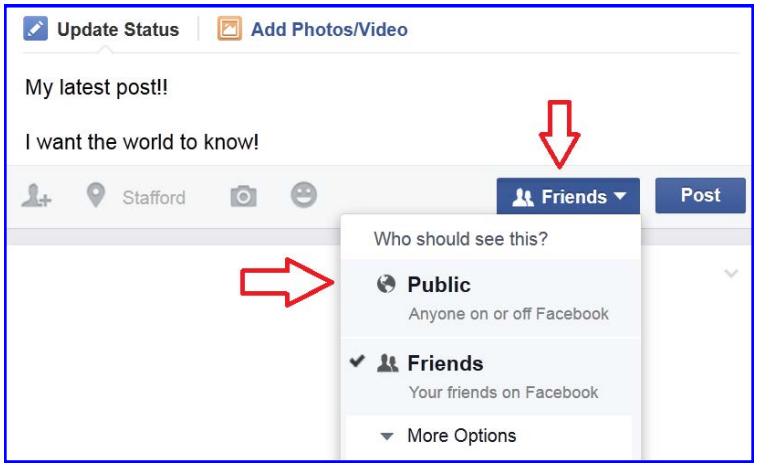


3. Select **Friends**.

4. Click **Close**.



You can override this setting for an individual post by clicking on the audience button and selecting the desired option.



WARNING—Changes made here will automatically and without warning change the global setting of Who Can See My Future Posts to the selection made here!!!

Limit the Audience for Old Posts on Your Timeline

This setting is powerful and immediate. Read the onscreen information and be sure you understand it before you execute it. If you have opted to make all future posts visible to friends only then it does not make sense to not make all past posts visible to friends only as well.

This option changes the setting on ALL posts already on your timeline so they are visible ONLY to your friends. The only change option is to friends. Once executed, the only way to undo the changes is by changing the **Who Can See This Post** on each timeline item.

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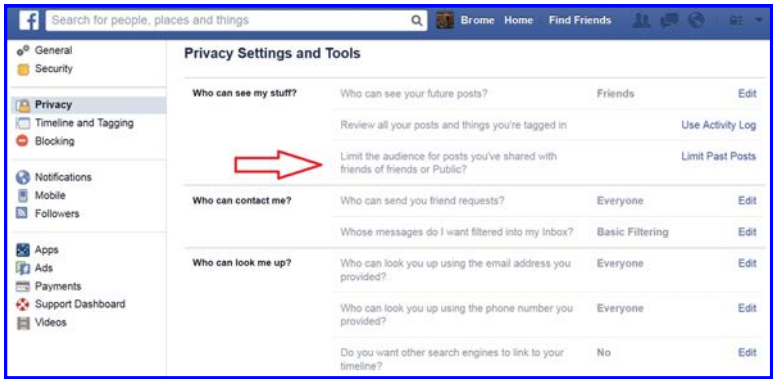
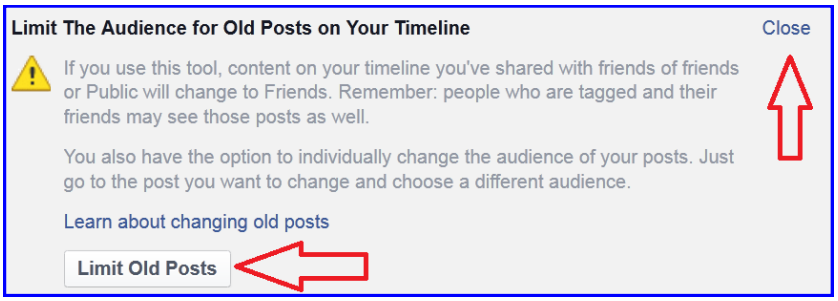


1. Click **Limit the Audience for Posts You've Shared with Friends of Friends or Public**.

2. Click **Limit Old Posts** and the click **Close**.

   The outcome of this option is that ALL past posts on your timeline will be changed to **friends** only. There is no means to select any other outcome than **friends.**

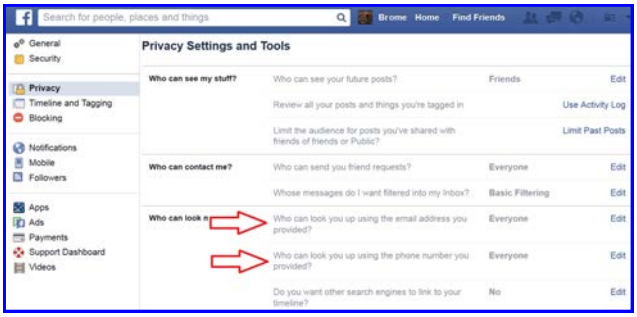


Who Can Look You Up Using the Email You Provided?
and
Who Can Look You Up Using the Phone Number You Provided?

In order to create a Facebook account users ***must*** provide a valid email address. The email address is verified when Facebook sends an email with a link the user must click in order to demonstrate the validity of the email address. This small step of validation should not be interpreted to mean that Facebook user identities are properly vetted. Anyone can use any of the free email providers to create a "single use" email thereby creating circular verification - a fake email address is used to verify a fake social media user.

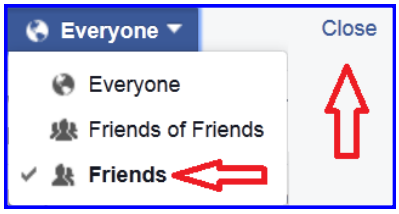
If you have enabled **login notifications** using text messaging, **login approvals**, or **code generator** then you have provided Facebook with your telephone number or perhaps you provided Facebook with your phone number when created your account.

Regardless of how Facebook obtained your email or telephone number, it could be possible for any Facebook user to locate your profile using only your email address or telephone number. This option should be turned off for both contact methods.



1. Click **Who Can Look You Up Using the Email Address You Provided?**

These Facebook configuration recommendations are based upon best information available at the time of publication but are not a guarantee of social networking safety. Facebook may have instituted configuration changes since publication. Users must exercise caution whenever interacting with social media.



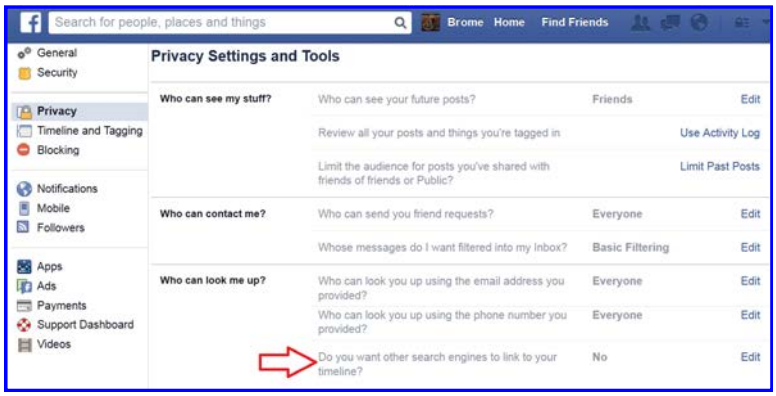
2. Change the setting to **Friends** (the most restrictive).
3. Click **Close.**

Do You Want Other Search Engines to Link to Your Timeline?

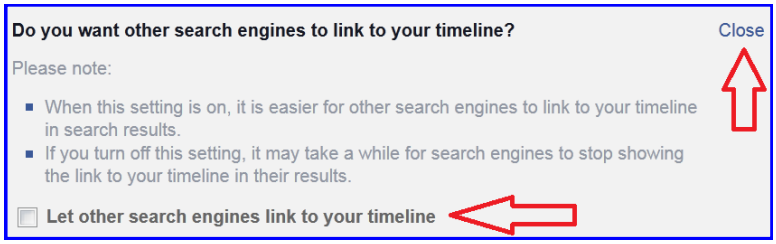
Your profile can be located using most Internet search engines and some parts of your timeline may be visible using links generated by those Internet searches even to those without a Facebook profile. By controlling this setting, you can reduce the possibility of your Facebook profile being located by an Internet search engine.

Users must bear in mind that, for some considerable but indeterminate period of time after the search capability is turned off, some residual records in a search engine will persist.

* **Other Search Engines** refers to search engines other than the search capabilities provided within Facebook.



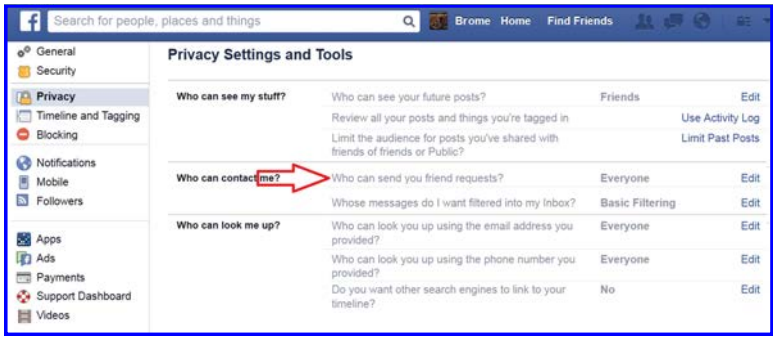
1. Click **Do You Want Other Search Engines to Link to Your Timeline?**



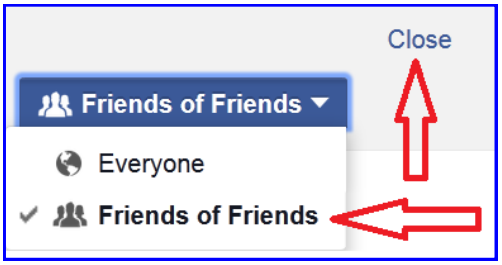
2. Deselect **Let other search engines link to your timeline**.
3. Click **Close**.

Who Can Send You Friend Requests?

Limiting the people who can send you friend requests to friends of friends provides a little extra assurance that a friend request is coming from someone in your personal network. But be cautious! Accepting a friend request from someone you do not know simply because they are a friend of a friend effectively pushes the burden of vetting new requests to your friends; their efforts might not be commensurate with the level of verification and protection your identity requires.



1. Click **Who Can Send You Friend Requests?**



2. Click **Friends of Friends.** (the most restrictive)
3. Click **Close**.

Return to **Social Networking Safety Tips**

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