SECURING YOUR FACEBOOK ACCOUNT

THE DOWNLOADYOURINFORMATIONTOOL

1. Facebook > inverted triangle in the top right corner
2. Settings > Download a copy of your Facebook data
3. Check the boxes for the information you want included in the report.
4. Select options for date range, format, and media quality.
5. Click Create File.
6. When the report is finished, the file will appear in the Available Files section.

SECURITY & LOGIN

- Activate two-factor authentication.
- Enable login notifications.
- Set up trusted contacts in case you are ever unable to access your account.
- Check the Where You're Logged In section for a list of devices and browsers logged into your account.

PRIVACY

YOUR ACTIVITY

Edit who sees your future posts, review and approve posts you've been tagged in, and limit the audience for things you've posted in the past.

HOW PEOPLE FIND AND CONTACT YOU

Choose whether your profile appears in search engines and who can send you friend requests, see your friends list, and look you up by email address or phone number. Restrict access to your friend list if a perpetrator might contact or impersonate a friend to gain access to your page.

LOCATION

Enable Timeline Review to prevent others from tagging you and checking-in without your permission. Check for and remove apps sharing your location via **Apps and Websites**.

UNFRIENDING/BLOCKING/REPORTING

- Go to the user's profile page.
- Unfriend by hovering over the Friends button.
- Block or report by clicking the three dots to the right of the Friends button.
- Blocking unfriends the user and bars them from viewing your profile, tagging you, inviting you, messaging you, and adding you as a friend.
- Facebook does not notify the user that you have blocked them.

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STAYING SAFE ON INSTAGRAM, SNAPCHAT & TWITTER

Social Media	BLOCKING & REPORTING	PRIVACY & SECURITY
Twitter	**Reporting:** Tweet > More > Report > They're being abusive or harmful > Send report to Twitter **Blocking:** Tweet > More > Block > Block	Settings > Security and Privacy > Do not allow anyone to tag me in photos > Check Protect my Tweets > Uncheck Add a location to my Tweets > Click Delete all location information
Instagram	**Reporting:** Post or User Profile > Three dots > Report > Follow instructions **Blocking:** User's profile > Menu > Block User	Profile > Settings > Switch Private Account to "on"
Snapchat	**Reporting:** Press and hold content > Tag flag in lower left **Blocking:** User's name > Settings > Block or Report	Profile > Settings > Who can contact me > My friends view my story > My friends see my location > Enable Ghost Mode see me in Quick Add > Disable Show me in Quick Add

DOCUMENTING

When reporting content on social media, be sure to document first. If the content you report violates the site's policies, it may delete the content from the platform, which may make gathering evidence later more difficult.

SNAPCHAT

Be aware that Snapchat informs the other user when you screenshot chat content or a photo on their story.

TWITTER

After reporting a Tweet, you'll see an Email report button. Click it to receive an email containing the Tweet and URL, the user's username and URL, a timestamp, your account information, and the timestamp of the report.

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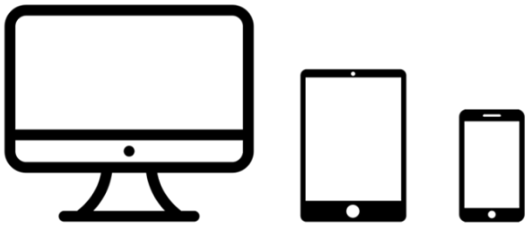
SECURING YOUR WIRELESS NETWORK

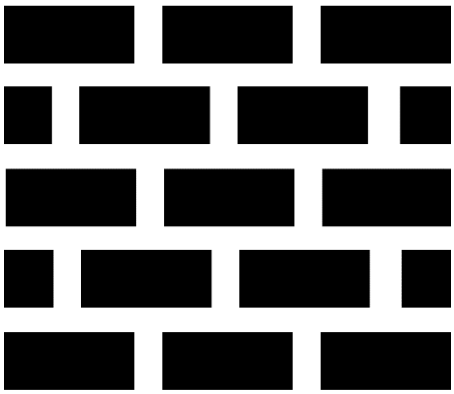
How to use your router to lock down your home WiFi network to protect your devices and safeguard your information.



LOGGING IN TO A ROUTER

1. **ENSURE** that your computer is connected to the network.
2. **FIND** your router's local IP address on a sticker on the router or its manual (or Google "IP address").
3. **OPEN** a web browser and type the IP address into the address bar.
4. **ENTER** your administrative login information (located on a sticker on the router).
5. **CLICK** or Tap OK or Log In.

ENABLING YOUR ROUTER'S FIREWALL



1. **LOG IN** to your router.
2. **LOOK** for a page titled Security or Firewall.
3. **FIND** the entry labeled Firewall and click Enable.
4. **CLICK** Save and Apply.

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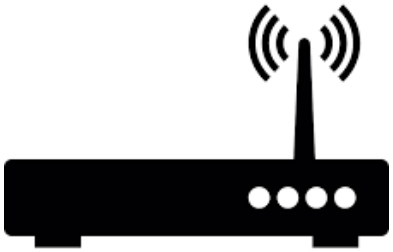
SECURING YOUR WIRELESS NETWORK



ENABLING WPA

WEP, WPA, and WPA2 use date encryption to protect your wireless network from intruders.

1. **LOG IN** to your router.
2. **CLICK** the Wireless page.
3. **SELECT** WAP2 or WPA if available, or select WEP if not.
4. **CREATE** a network password.
5. **CLICK** Save or Reply.

CHANGING THE NETWORK NAME

An SSID (service set identifier) is the name you see when connecting to wireless networks.

1. **LOG IN** to your router.
2. **CLICK** the Wireless page.
3. **FIND** the box for changing the Network Name (SSID) or password.

HIDING AN SSID

With broadcasting disabled, someone attempting to connect to the network would need to know both the SSID and the network password.

1. **LOG IN** to your router.
2. **CLICK** the Wireless page.
3. **DISABLE SSID** Broadcast.

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SECURING YOUR ANDROID

How to use the Android settings to maximize privacy, protect your phone from spyware, and document and prevent harassment.

USING SETTINGS

- **Settings > Location**
  Turn off location services as well as Google Location History. You can also Delete Location History.
- **Settings > Security > Screen Lock**
  Enable a PIN, password, or fingerprint scan for anyone attempting to unlock your phone. Set Automatically Lock to Immediately and switch Smart Lock off.
- **Settings> Security> Unknown Sources**
  Switch this option off to ensure that only verified apps can be installed on your phone.
- **Settings> Backup & Reset> Backup my data**
  Switch this setting to off to prevent your information from being stored by Android.
- **Settings> Privacy & Safety> Send SOS Messages**
  Only some phones have this feature. Switch on to enable your phone to send an alert to your emergency contacts when you press the power key 3 times. Choose whether your phone will attach pictures and audio to the message.

ROOTING

Rooting an Android phone is a method of installing spyware. If you see a "Superuser" app in your applications menu, your phone is most likely rooted. A "root checker" app may also be able to tell you if your phone has been rooted. If your phone is rooted, first upload your photos to Google Drive. Then:

1. **GO TO** Settings > System
2. **TAP** Reset > Factory date reset > Reset phone
3. **SELECT** Erase everything
4. **RESTART** the phone
5. **DO NOT RESTORE** from a backup

Someone would need physical access to your phone to install software, so make sure you know where it is at all times. Keep an eye on high battery of date usage, as these could be signs of spyware apps.

SCREENSHOTTING

Press and hold the power button and press either the home button or the down volume button. The screenshot will appear in your photo gallery.

CHANGING NUMBERS

To change your phone number, contact your mobile carrier. Most carriers offer an online service for changing numbers. AT&T / T-Mobile charge a fee for this service, while Sprint and Verizon do not.

SECURING YOUR WIRELESS ACCOUNT

Ask your wireless carrier to add a password to your account so that no one else can make changes or access your phone information.

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SECURING YOUR IPHONE

How to use the iPhone's settings to maximize privacy, protect your phone from spyware, and document and prevent harassment.

USING SETTINGS

- **Settings > [your name] > iCloud > Backup**
  Switch to off to prevent your information from being accessed through your iCloud account.
- **Settings > Touch ID & Passcode**
  Add a passcode to your phone so that someone else would need your passcode or fingerprint to open it. Set Require Passcode to Immediately.
- **Settings > Emergency SOS > Auto Call**
  Switch on to enable your phone to call emergency services when you: on iPhone 7 or earlier, press the side button five times and drag the slider that appears/ on iPhone x, 8, or 8 Plus, press and hold the side button and one of the volume buttons until the countdown ends.
- **Setting > Privacy**
  In Privacy, you can allow/deny apps access to info form your contacts, calendar, photos, and camera.
- **Setting > Privacy > Location Services**
  Either switch off location or turn off location for certain apps.

JAILBREAKING

Jailbreaking an iPhone is a method of installing spyware. One way to jailbreak an iPhone is using the app Cydia. To check for it, swipe right on the home screen to access the Spotlight Search page and search for “Cydia.” If your phone is jailbroken, first upload your photos to Google Drive or Dropbox. Then:

1. **GO TO** Settings > General
2. **TAP** Reset
3. **SELECT** Erase all content and settings
4. **DO NOT RESTORE** from a backup

Someone would need physical access to your phone to install software, so make sure you know where your phone is at all times. Keep an eye on excessive battery or data usage, as these could mean spyware apps are running in the background.

CHANGING YOUR NUMBER

To change your phone number, contact your **mobile carrier**. Most carriers offer an **online service** for changing numbers. AT&T / T-Mobile charge a fee for this service, while Sprint and Verizon do not.

SCREENSHOTTING

Press and hold the top/slide button and press the home button or the volume up button. The screenshot will appear in Photos > Albums > Screenshots.

SECURING YOUR WIRELESS ACCOUNT

Ask your wireless carrier to add a password to your account so that no one else can make changes or access your phone information.

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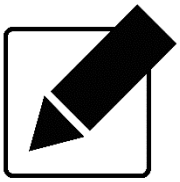
SIGNING UP FOR ACCOUNTS ONLINE



ENABLING TWO-FACTOR AUTHENTICATION

Adding Two Factor Authentication to your accounts gives them an extra layer of security by requiring, in addition to password and username, something that only you would have.

USING USB SECURITY KEYS

- Some sites support the use of a physical USB security key as a second authentication factor. Rather than receiving a code to enter, you would insert the use when prompted. Inexpensive versions can be purchased online.
- Check your existing email accounts to make sure that your messages have not been forwarded without your knowledge.

ADDING TWO-FACTOR AUTHENTICATION TO YOUR ACCOUNTS

GOOGLE: My Account > Sign-in & Security > 2-Step Verification

Microsoft: Microsoft account > Security > More Security Options > Set up two-step verification

YAHOO: Account Security > Two-Step Verification

Facebook: Settings >Security > Two-Factor Authentication

Apple: My Apple ID page >Security > Two-Factor Authentication

BANKING ONLINE

To avoid having your paper statements stolen, enroll in online banking and choose to receive digital statements. Sign out and close the browser window when you have finished viewing your account. Select security questions that only you are able to answer. If the perpetrator likely knows your personal details, substitute different answers to the questions. For example, your answer to "What is your mother's maiden?" might instead be your mother's favorite food. Memorize your PINs and passwords.

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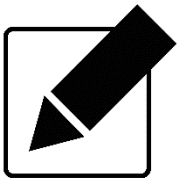

DITCHING YOUR MONITORED DEVICE

1. **FIND A DEVICE** that the perpetrator can't physically access.
2. **SET UP A NEW EMAIL** account through gmail.com.
3. **NEVER CHECK** IT from your own computer or phone.
4. **ADD FILES** you want to keep safe to the Google Drive through this account.
5. **LOG OUT** when you have finished.

CREATING SAFE PROFILES

1. **DON"T USE IDENTIFYING INFORMATION** like your name or birth date in user names.
2. **USE DIFFERENT PROFILE PICTURES** and usernames for each site.
3. **ADD A PICTURE** that isn't of you for profile photos.
4. **DON"T SHARE PERSONAL INFORMATION** beyond what's necessary to create an account or profile.
5. **CHECK "NO"** if a site or app requests access to your contact list.
6. **OPT OUT** of the option to include your profile in site search results.

CREATING SECURE PASSWORDS

Secure passwords are long (12+ characters), mix letters with numbers and symbols, and include no personal information or directly words.

- Use a phrase and incorporate shortcut codes or acronyms:
  4Score & 7yrsAgo (Four score and seven years ago)
- Use passwords with common elements, but customized to specific sites:
  Pwrd4Acct-$$ (Password for account at the bank)
  Pwrd4Acct-FB (Password for Facebook account)
- Don't write passwords down or reuse them.
- Select "no" when asked if you want the device, browser, site, or app to remember your password.
- Use commonly allowed symbols:

! " # $ % & ' ( ) * + , - . / : ; < = > ?

[\ ] ^ _ { | } ~

- Use basic smiley faces:

;) =) :< :s ;) :3 :L :D :] :} :o :/ <3

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STALKING INCIDENT AND BEHAVIOR LOG

7.5 million PEOPLE are STALKED each year

WHAT IS STALKING?

While legal definitions of stalking vary from one jurisdiction to another, a good working definition of stalking is: a course of conduct directed at a specific person that would cause a reasonable person to feel fear.

If you are a victim of stalking, it can be critical to maintain a log of stalking-related incidents and behavior, especially if you choose to engage with the criminal or civil justice systems. Recording this information will help to document the behavior for protection order applications, divorce and child custody cases, or criminal prosecution. It can also help preserve your memory of individual incidents about which you might later report or testify.

The stalking log should be used to record and document all stalking-related behavior, including harassing phone calls, text messages, letters, e-mail messages, acts of vandalism, and threats communicated through third parties. When reporting the incidents to law enforcement, always write down the officer's name and badge number for your own records. Even if the officers do not make an arrest, you can ask them to make a written report and request a copy for your records.

Important note: Since this information could potentially be introduced as evidence or inadvertently shared with the stalker at a future time, **do not include any information that you do not want the offender to see.**

Attach a photograph of the stalker, photocopies of restraining orders, police reports, and other relevant documents. Keep the log in a safe place and tell only someone you trust where you keep your log.

Documenting stalking behavior can be a difficult and emotionally exhausting task. A local advocate in your community can provide support, information about the options available to you, and assistance with safety planning.

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This project was supported by Grant No. 2017-TA-AX-K074 awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.

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STALKING INCIDENT AND BEHAVIOR LOG

Date	Time	Description of Incident	Location of Incident	Witness Name(s) (Attach Address and Phone #)	Police Called (Report #)	Officer Name (Badge #)

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STALKING FACT SHEET

WHAT IS STALKING?

While legal definitions of stalking vary from one jurisdiction to another, a good working definition of stalking is: a course of conduct directed at a specific person that would cause a reasonable person to feel fear.

STALKING VICTIMIZATION

- An estimated 6-7.5 million people are stalked in a one year period in the United States.
- Nearly 1 in 6 women and 1 in 17 men have experienced stalking victimization at some point in their lifetime.
- Using a less conservative definition of stalking, which considers any amount of fear (i.e., a little fearful, somewhat fearful, or very fearful), 1 in 4 women and 1 in 13 men reported being a victim of stalking in their lifetime.
- About half of all victims of stalking indicated that they were stalked before the age of 25.
- **Stalkers use many tactics including:** Approaching the victim or showing up in places when the victim didn't want them to be there; making unwanted telephone calls; leaving the victim unwanted messages (text or voice); watching or following the victim from a distance, or spying on the victim with a listening device, camera, or GPS.

** Source for the above stats: Smith, S.G., Zhang, X., Basile, K.C., Merrick, M.T., Wang, J., Kresnow, M., Chen, J. (2018). The National Intimate Partner and Sexual Violence Survey (NISVS): 2015 Data Brief. Atlanta, GA: National Center for Injury Prevention and Control, Centers for Disease Control and Prevention.*

- The majority of stalking victims are stalked by someone they know. Many victims are stalked by a current or former intimate partner, or by an acquaintance.
- People aged 18-24 have the highest rate of stalking victimization.

*** Source for the above stats: Catalano, S., Smith, E., Snyder, H. & Rand, M. (2009). Bureau of Justice Statistics selected findings: Female victims of violence. Retrieved from http://www.bjs.gov/content/pub/pdf/fvv.pdf.*

- Almost half of stalking victims experience at least one unwanted contact per week.
- 11% of stalking victims have been stalked for 5 years or more.
- 1 in 4 victims report being stalked through the use of some form of technology (such as e-mail or instant messaging).
- 10% of victims report being monitored with global positioning systems (GPS), and 8% report being monitored through video or digital cameras, or listening devices.

**** Source: Katrina Baum et al., "Stalking Victimization in the United States," (Washington, DC: Bureau of Justice Statistics, 2009).*

IMPACT OF STALKING ON VICTIMS

- 46% of stalking victims fear not knowing what will happen next.
- 29% of stalking victims fear the stalking will never stop.
- 1 in 8 employed stalking victims lose time from work as a result of their victimization and more than half lose 5 days of work or more.
- 1 in 7 stalking victims move as a result of their victimization.

***** Source: Katrina Baum et al., "Stalking Victimization in the United States," (Washington, DC: Bureau of Justice Statistics, 2009).*

- Stalking victims suffer much higher rates of depression, anxiety, insomnia, and social dysfunction than people in the general population.

*****Source: Eric Blauuw et al., "The Toll of Stalking," Journal of Interpersonal Violence, 17, no. 1 (2002):50-63.*

STALKING OFFENDERS

- 2/3 of stalkers pursue their victims at least once per week, many daily, using more than one method.
- 78% of stalkers use more than one means of approach.
- Weapons are used to harm or threaten victims in 1 out of 5 cases.
- Almost 1/3 of stalkers have stalked before.
- Intimate partner stalkers frequently approach their targets, and their behaviors escalate quickly.

*****Source: Kris Mohandie et al.,"The RECON Typology of Stalking: Reliability and Validity Based upon a Large Sample of North American Stalkers," Journal of Forensic Sciences, 51, no. 1 (2006).*

STALKING LAWS

- Stalking is a crime under the laws of 50 states, the District of Columbia, the U.S. Territories, and the Federal government.
- Less than 1/3 of states classify stalking as a felony upon first offense.
- More than 1/2 of states classify stalking as a felony upon second or subsequent offense or when the crime involves aggravating factors.
- Aggravating factors may include: possession of a deadly weapon, violation of a court order or condition of probation/parole, victim under 16 years, or same victim as prior occasions.

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