# Tips for Youth
# "Do's" and "Don'ts" for
# Communicating on Social Media

Facebook, Instagram, Twitter, Snap Chat, and TikTok are all forms of social media. Using social media is a way of life for many of us. Knowing how to use social media correctly is very important. Information posted on social media can affect our lives in positive and negative ways. It is important to remember that once you post on social media platforms, that post will always be out there. Information posted can have a bad effect on people's lives if the wrong information is posted.

## Do's for Using Social Media

❖ Look over everything before you post

❖ Post positive comments and messages to encourage and uplift others

❖ Know what should be a public vs. what should be a private post or message

❖ Use the private and public settings in social media to limit who can see your posts

❖ Log out of your account on public computers or devices when you are finished

❖ Send and accept friend requests only to or from people you know

❖ Assume that everyone in the world can and will see what you post

❖ Give credit to others if you repost

❖ Be respectful of others' feelings and opinions, as not everyone shares your same opinion on things

❖ Base your statements on known facts

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## Don'ts for Using Social Media

❖ Don't post comments or messages when you are tired, angry, emotional, or under the influence

❖ Don't post embarrassing photos or videos

❖ Don't bully people on social media

❖ Don't post your personally-identifiable information on social media or share another's information as it may be stolen and used negatively

❖ Don't click on links that may be unsafe

❖ Don't overshare information about your life on social media

❖ Don't mix your personal social media with business – if you post your opinion on something, you might want to put the disclaimer "All views expressed are my own" to your post or page

❖ Don't post negative or hateful information on others' pages or accounts

❖ Don't post or share false news or information – if you are not sure the information is true, don't share it.

❖ Don't post vague statements that seek a response of concern or sympathy

❖ Don't forget that the people who read what you write are real people with real feelings