# THE ULTIMATE SNAPCHAT GUIDE

### PRIVATISE, PROTECT OR DEACTIVATE

How to Safeguard yourself from past or future scammers.



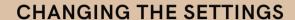


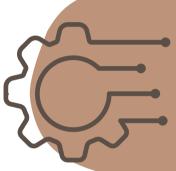


### HOW TO MAKE YOUR SNAPCHAT PROFILE PRIVATE

#### **PRIVACY**

1. Tap the profile icon on the top left of the screen.

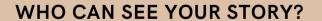




2. Tap 'the gear' from the top right of the screen.

#### DO SOME CHECKS

- 3. Scroll to the 'Privacy Control' section.
- 4. Tap 'contact me'.
- 5. Check the 'Friends' button.



- 6. Back in 'Privacy Controls' tap 'view my story'.
- 7. Tap 'my friends' option to ensure only friends can see your stories.





### HOW TO TEMPORARILY DEACTIVATE YOUR ACCOUNT ON SNAPCHAT



- 1. Log in from a mobile for iOS users (for Android users access from a computer on the accounts portal)
- 2. Click your profile picture in the top left corner.



3. Tap the 'Settings Gear' on the top right corner.

**CHANGING THE SETTINGS** 

4. Scroll down to 'Account Actions'.

#### DEACTIVATE

- 7. Choose 'Deactivate account'.
- 8. Follow steps to your delete account.

NB: Make a note of your user name and password.



#### **FINISHED**

Your account will first be deactivated for 30 days.

You can re-activate your account at any time within the first 30 days with your user name and password.





## HOW TO CHANGE YOUR USERNAME ON SNAPCHAT

#### LOG IN

- 1. Log in from a computer or mobile device.
- 2. Click the profile icon on the top left of the screen.





3. Tap the 'Settings Gear' on

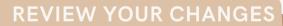
**CHANGING INFORMATION** 

- the top right corner.
- 4. Scroll to the 'My Account' section.

#### **EDIT YOUR INFORMATION**

- 5. Change User Name
- 6. Change Name







- 7. Double check your choices and tap 'Next'.
- 8. Enter your password to confirm the changes.

#### **FINISHED**

Your profile should now be untraceable to past scammers. Be aware of any new requests.







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