

BEBO

CREATE A BEBO ACCOUNT

1. Go to www.bebo.com.
2. Enter the required information (full name, e-mail address, password, sex and birthday) and then click **Sign Up Now**. Note that Bebo gives the option to “Hide My Age”, a useful option for young Bebo users. << **IMPORTANT NOTE** >> If you want to experiment with Bebo *without* risking your personal privacy, then use a generic e-mail account, e.g. a separate e-mail account other than your personal/work account (you can create one on gmail).
3. **Are Your Friends Here?** – Select Find Friends, Invite Friends, or Skip. It’s best to choose one of the latter 2 options, if you want control over the process.
4. **Edit Profile** – Enter information in the various categories. Note particularly the categories “relationship status” and “Me, Myself, I”. In “IM User Names”, you have the option of sharing with Everyone, Friends or Selected Friends.
5. **Privacy Settings** – See details in the following section.

MANAGE YOUR PRIVACY SETTINGS

1. You can do this as part of the Account Creation process, or any time later.
2. Click **Settings** in the upper-right corner, and then **Privacy Settings**:
 - a. Set **Profile Viewable By** to “My friends only” for most control and privacy.
 - b. Note that you can set **Contact Age**, but there is no guarantee that users are truthful about their ages!
 - c. Read the information for the tick boxes carefully, and set these for maximum control.
 - d. The default setting for **Review Comments** is that any user can post any comment. If you want to change this, select one of the two other options.

ADDITIONAL PRIVACY SETTINGS

1. Click **Settings** in the upper-right corner, and then **Edit Profile**:
 - a. Click **Change** after each of these items to review the information about yourself that is in your profile. Make changes, if you wish, and then click **Save**.
 - b. For young users, there is no reason to have any information in Contact Details.
 - c. In the **Basic Information** section, you may wish to delete (or edit) Hometown.
 - d. In the **Education** section, School should not be specified.
2. Click **Settings** in the upper-right corner, and then **Account Settings**:
 - a. Review all the tick boxes in Notification Settings, and change any which you want to alter. It is wise to un-tick **Bebo Spotlight**, for example.