



Instagram

Reporting Guide



Scottish Business
Resilience Centre

Instagram.

Instagram is a platform for sharing and uploading images with friends and followers. With features like a personal inbox where users can send private messages, and the ability to upload any photo you want within the guidelines. Sometimes users will unfortunately upload offensive images or send harmful and malicious messages. This guide will go over the various ways that users can report and block people and the content that they may upload or send. It is also important to note that uploaded photos are public by default.

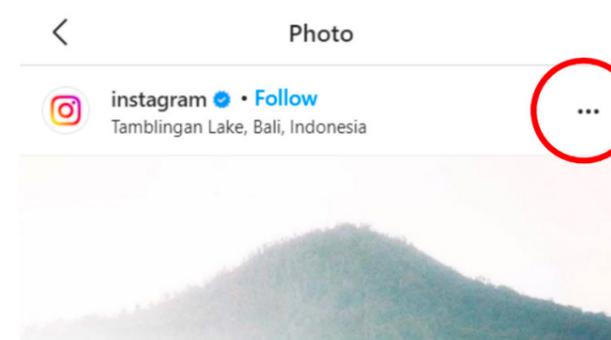
Instagram Reporting Guide

Instagram is a platform for sharing and uploading images with friends and followers. With features like a personal inbox where users can send private messages, and the ability to upload any photo you want within the guidelines. Sometimes users will unfortunately upload offensive images or send harmful and malicious messages. This guide will go over the various ways that users can report and block people and the content that they may upload or send. It is also important to note that uploaded photos are public by default.

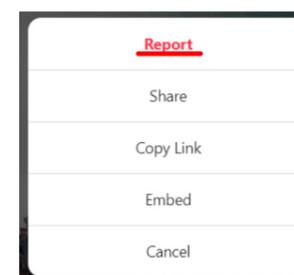
In 2017, Instagram's developer tools suffered a bug that allowed for individuals to access email addresses and phone numbers of users, including verified celebrity accounts. The company stated the bug was swiftly fixed. It was believed the affected accounts were in the millions, as contact information was being sold online, and Instagram admitted that they could not determine which accounts were affected.

Photos

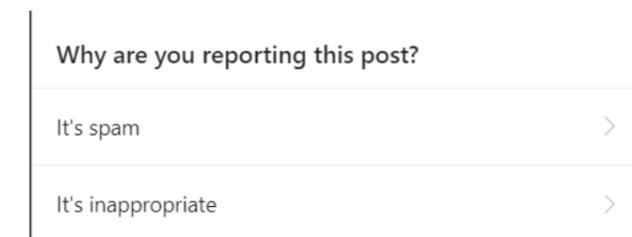
To report a photo or video on Instagram, select the icon with three dots at the top of post:



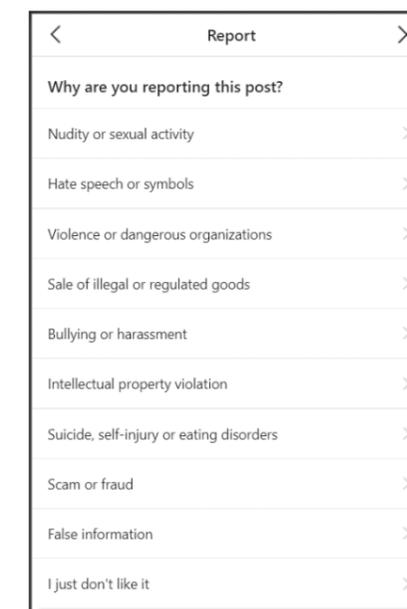
Then select 'Report' from the popup menu:



Another popup will appear asking you to select the reason you are reporting the post:



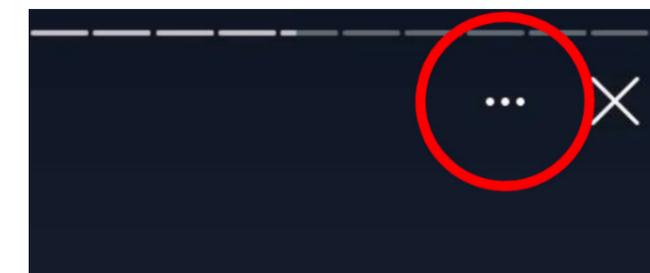
If you select that the post is 'inappropriate', you will be asked to select the description that best fits the issue:



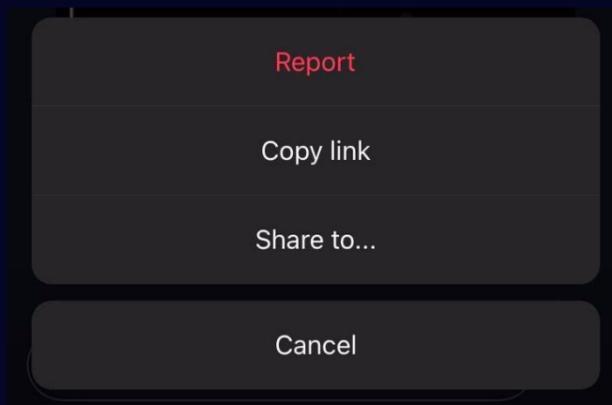
Once you have selected a description of your issue with the post, your report is complete.

Story

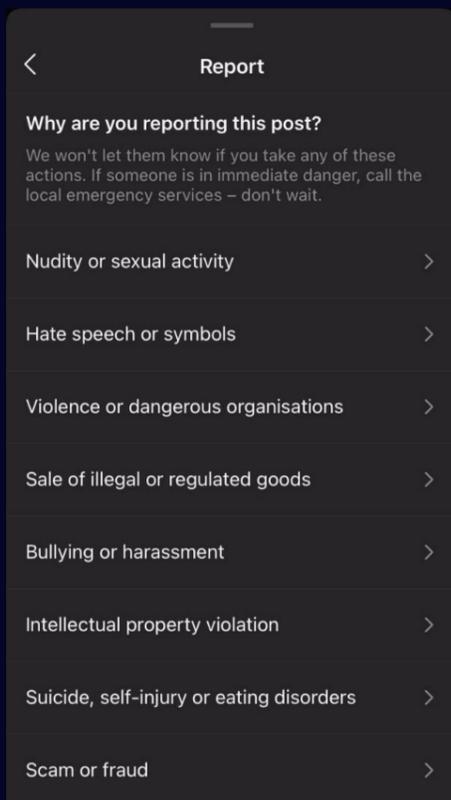
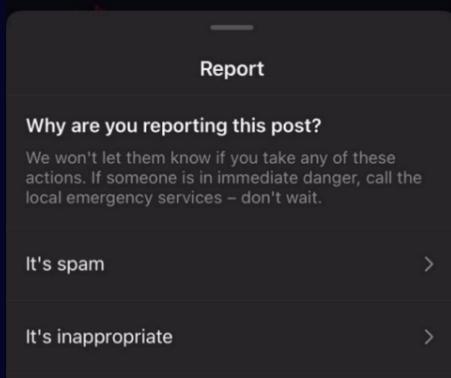
To report a user's 'story' on Instagram, select the three dots icon at the top right of the story:



Then, from the popup menu, select 'Report':

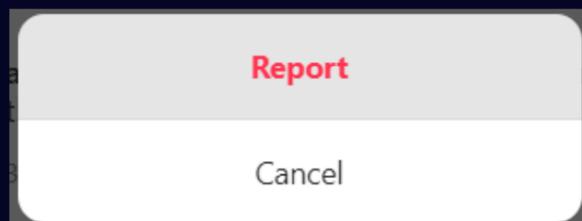


Similarly to the process of reporting a post, select the issue with the story from the menu:

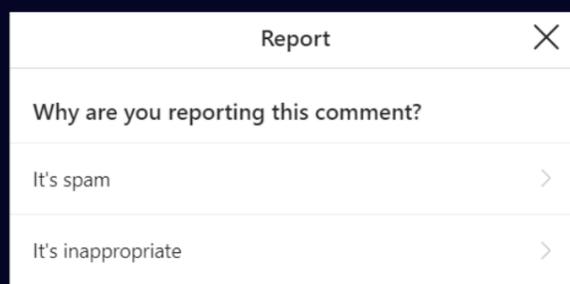


Comment

To report a comment on an Instagram post, hold down on the comment until this message appears:

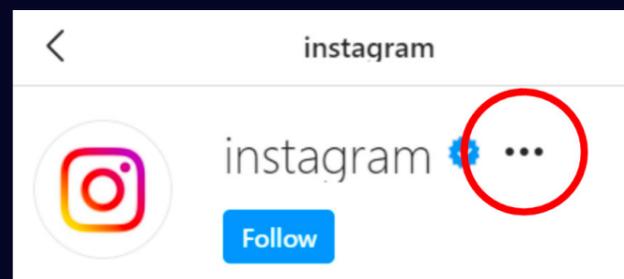


Then, select 'Report'. From the next popup, follow the process of selecting the most fitting description of the problem with the comment:

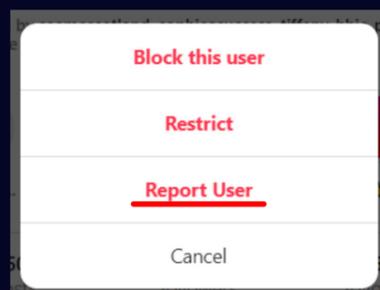


Account

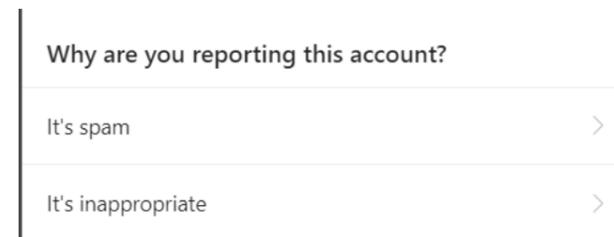
To report an Instagram account, select the icon with three dots at the top right corner of the account page:



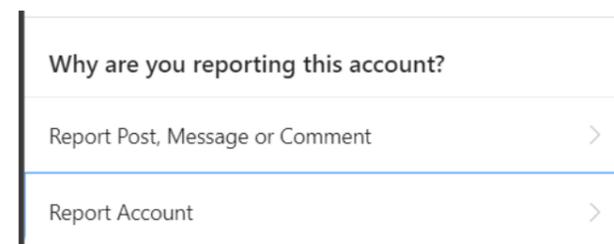
Then select 'Report User' from the popup menu:



Select the most fitting description of your problem with the account:



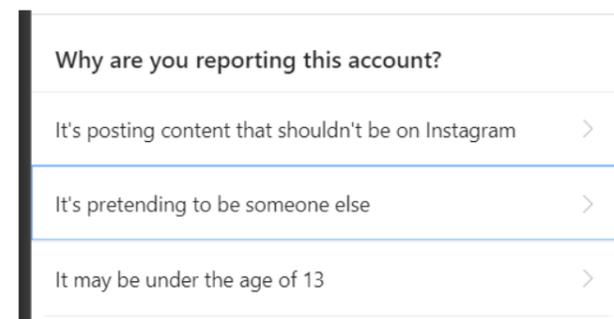
Then, from the next popup, select 'Report Account'. If you want to report a post, message or comment made by the account, you should report the specific item by following the relevant process.



If the account is posting content that is offensive, dangerous, or otherwise inappropriate, select 'It's posting content that shouldn't be on Instagram'.

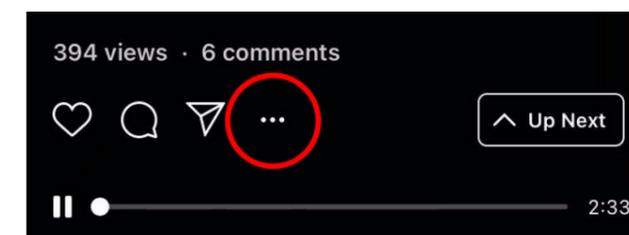
If the account is falsely claiming to be someone it is not, such as you, someone you know or a celebrity, select 'It's pretending to be someone else'.

If you believe that the account user is too young to be using Instagram, select 'It may be under the age of 13'.

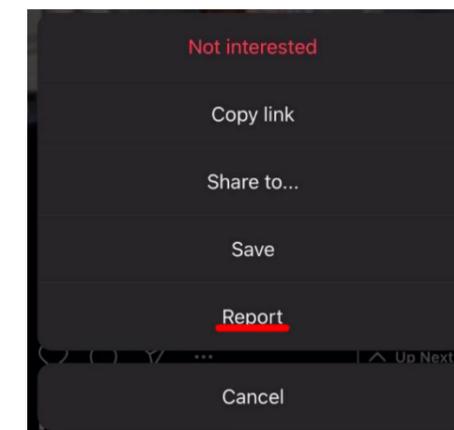


IGTV

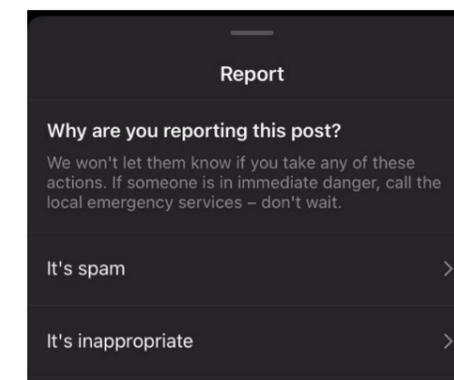
To report a video on IGTV, select the three dots icon at the bottom of the video:



Then, from the popup menu, select 'report':

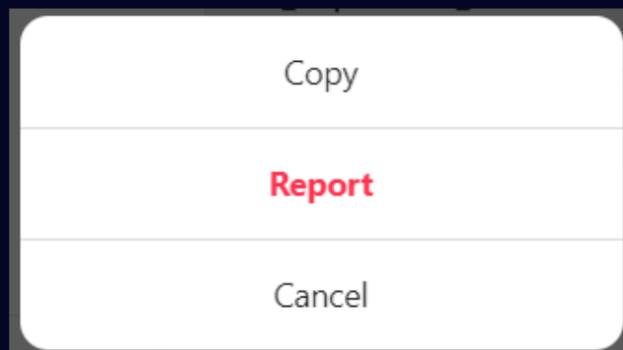


Then, following the reporting procedure the same way as with other Instagram content, select the most fitting description of your issue with the video:

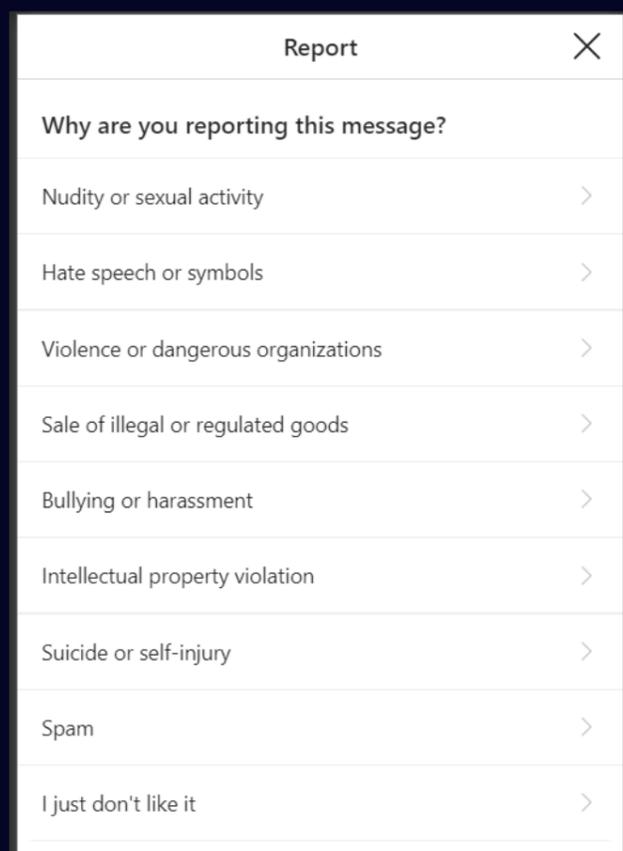


Message

To report a message that you have received in Instagram, hold down on the message until a menu pops up, and then select 'Report':

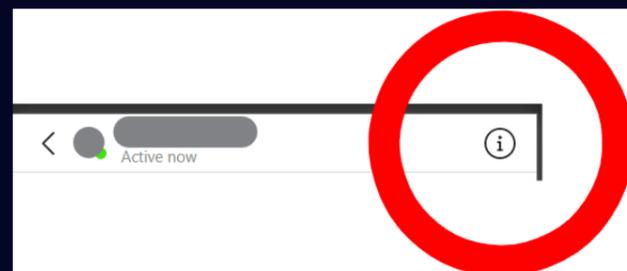


From the next menu, select the most fitting description of your reason for reporting the message:

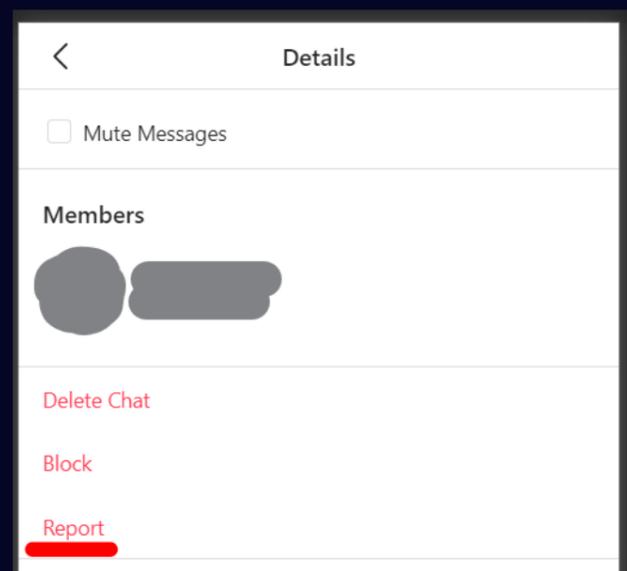


Account via message

to report an account that has sent you a message, select the 'i' icon in the top right corner of their messages page:



Then, on their details page, select 'Report' and follow any further instructions:

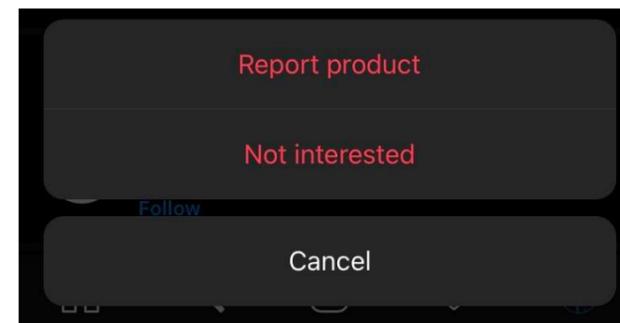


Shop product

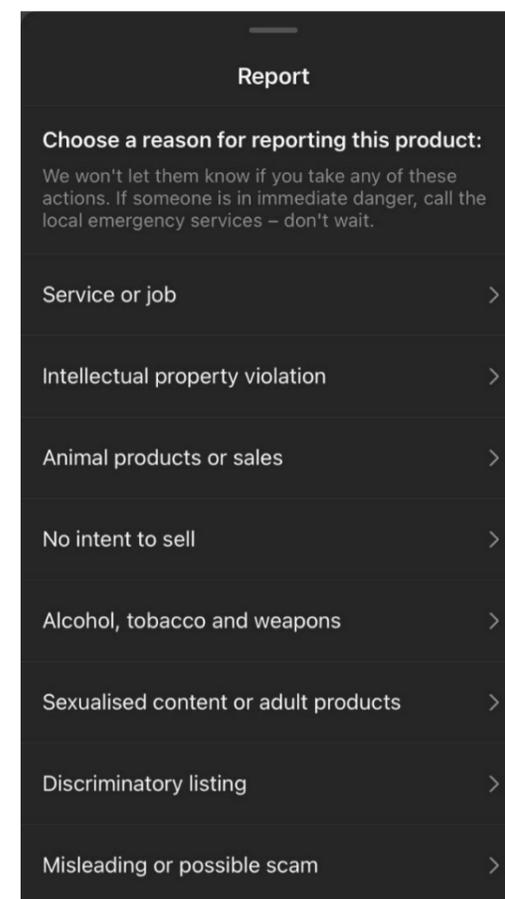
To report a product on sale on the Instagram shop, select the three dots icon in the top right corner of the product page:



Then, select 'Report product' from the popup menu:



Then choose the best fitting description for why you are reporting the product:

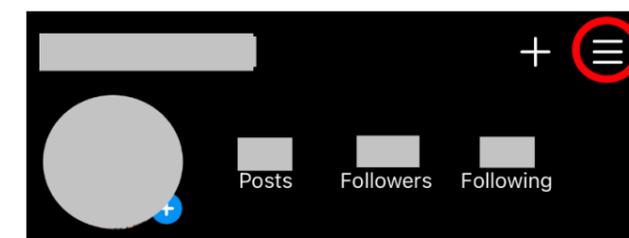


Instagram Privacy Guide

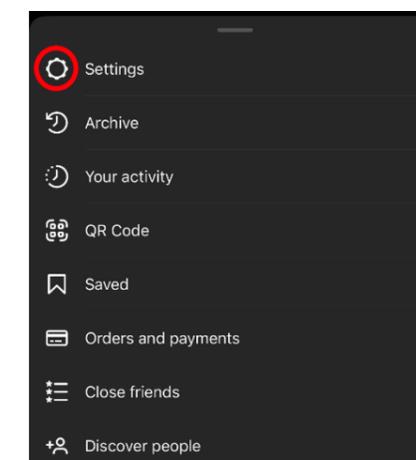
Making Your Account Private

On a default Instagram account, any user can follow you and view your profile, including your posts and stories. Making accounts private on Instagram gives users the ability to allow follows from approved users only and allow only followers to view posted content. This guide demonstrates how to make accounts on the desktop and mobile versions of Instagram.

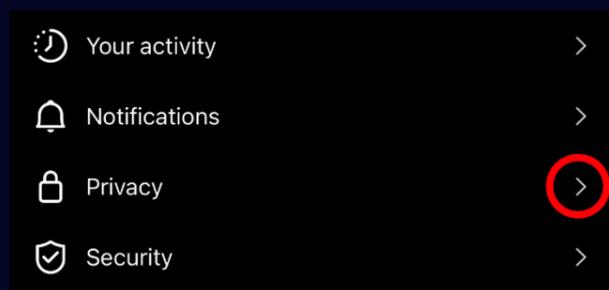
To make your account private using the mobile application, firstly navigate to your profile and tap on the three lines to the top right of your screen.



From there, tap on the settings section, as shown in the image below.



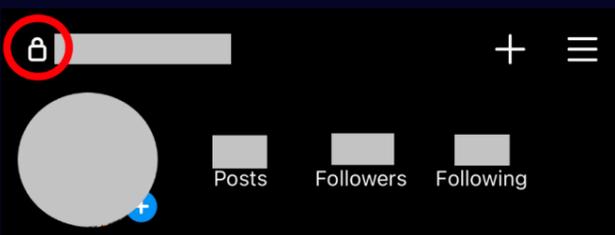
Scroll to the privacy tab and click on it.



Finally, click on the button to turn on Account Privacy.

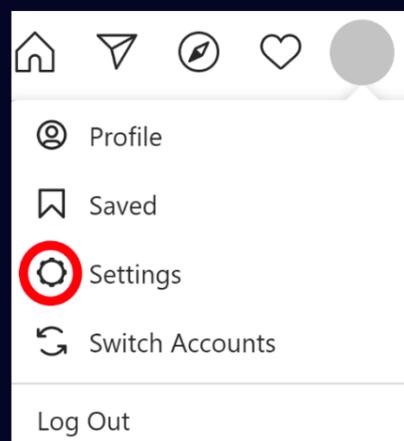


To double check that your account is now private, navigate back to your profile page and look for the padlock image. This means your account is now private.

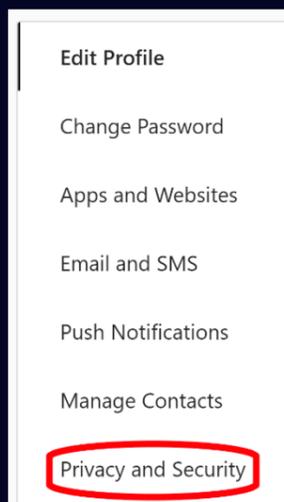


Making your account private via the Desktop version follows a similar process.

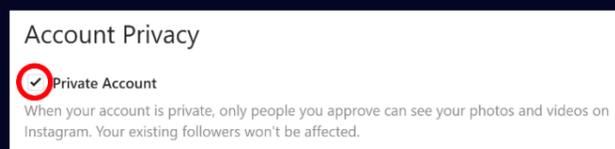
Firstly, click on your profile picture in the top right corner, and a dropdown menu will appear. From here, click on the settings option.



On the left-hand side, click on the Privacy and Security tab.

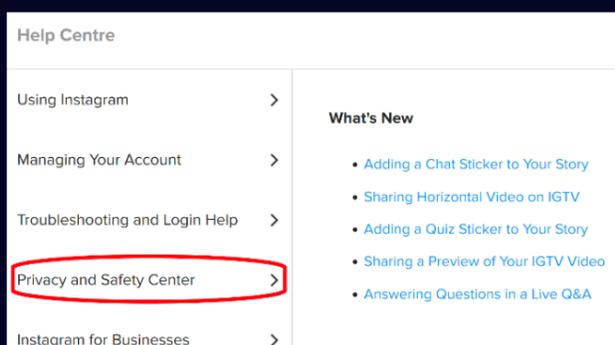


Finally, below Account Privacy, tick the Private Account box to make your Instagram account private.

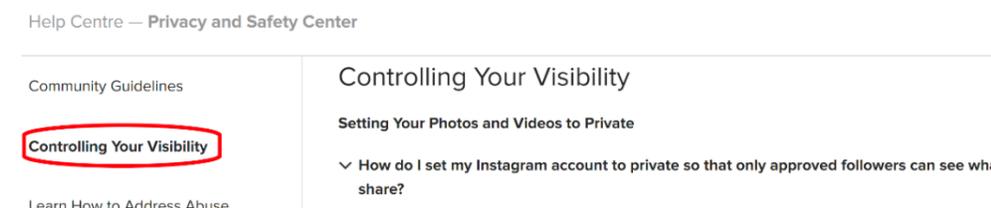


Where to Find the Privacy Rules

To view Instagram’s policies and rules on privacy, using a browser of your choice, search for help.instagram.com, which will take you to the website’s help centre. On the left-hand side, click on the Privacy and Safety Centre.



From here, you can view a multitude of resources, including information on privacy, found in the Controlling Your Visibility section. Under the heading About Privacy on Instagram you can find information to help you make your account secure and private.



The Help Centre also includes useful information such as its Data Policy, and Tips for Parents. The latter section includes privacy info specifically useful for parents, as shown in the screenshot below.

Sources

<https://help.instagram.com>

<https://www.theverge.com/2017/9/1/16244304/instagram-hack-api-bug-doxagram-selena-gomez>



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