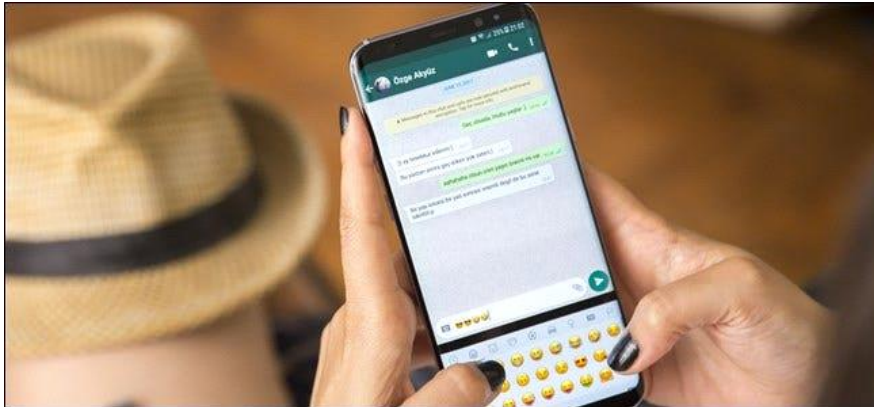


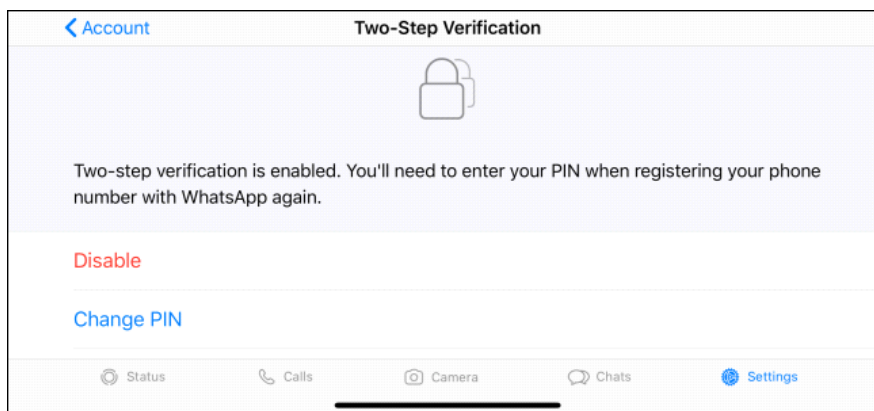
Document for CRC staff members on how to secure your WhatsApp account.

Friday 26 March 2021 09:47

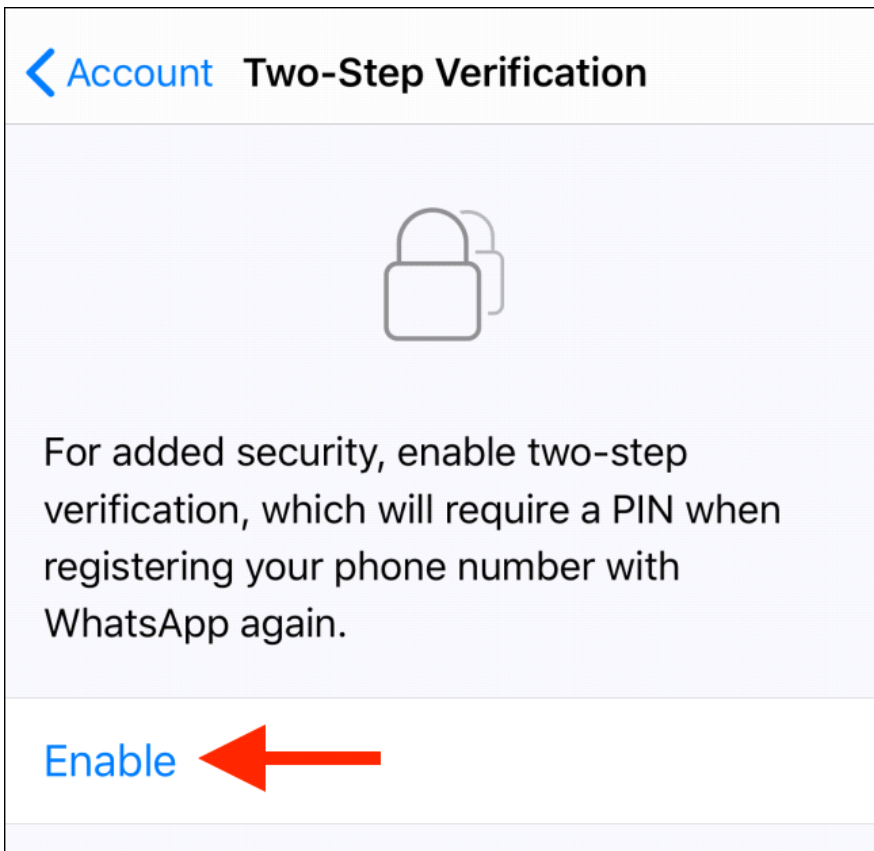


Set up Two Factor Verification

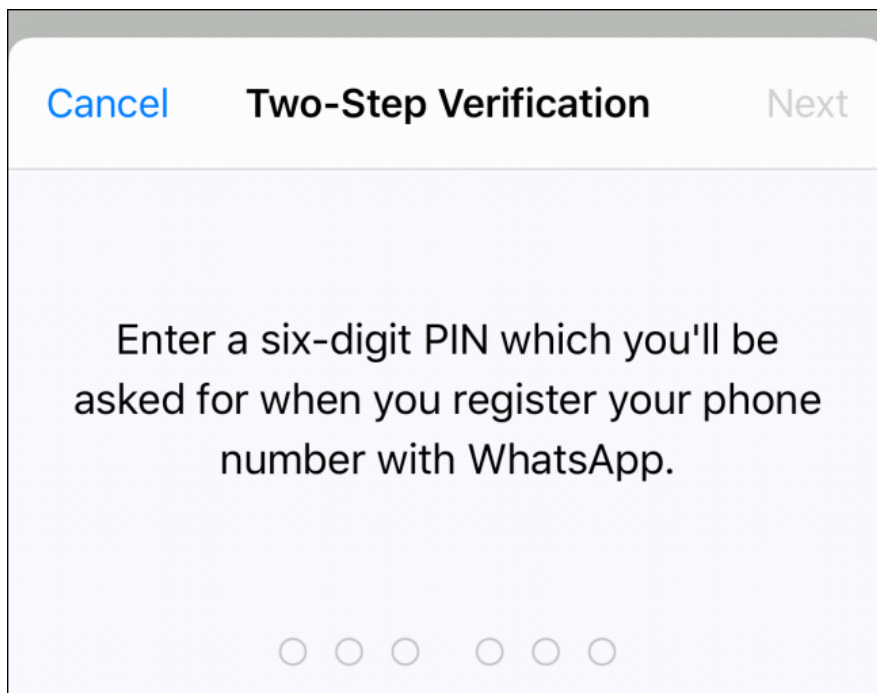
Two factor authentication is the best step you can take to protect your WhatsApp account. Commonly, called 2FA, when you enable it, WhatsApp adds a second layer of protection to your account. After you enable 2FA, you'll have to type a six - digit PIN to log in to your WhatsApp account.



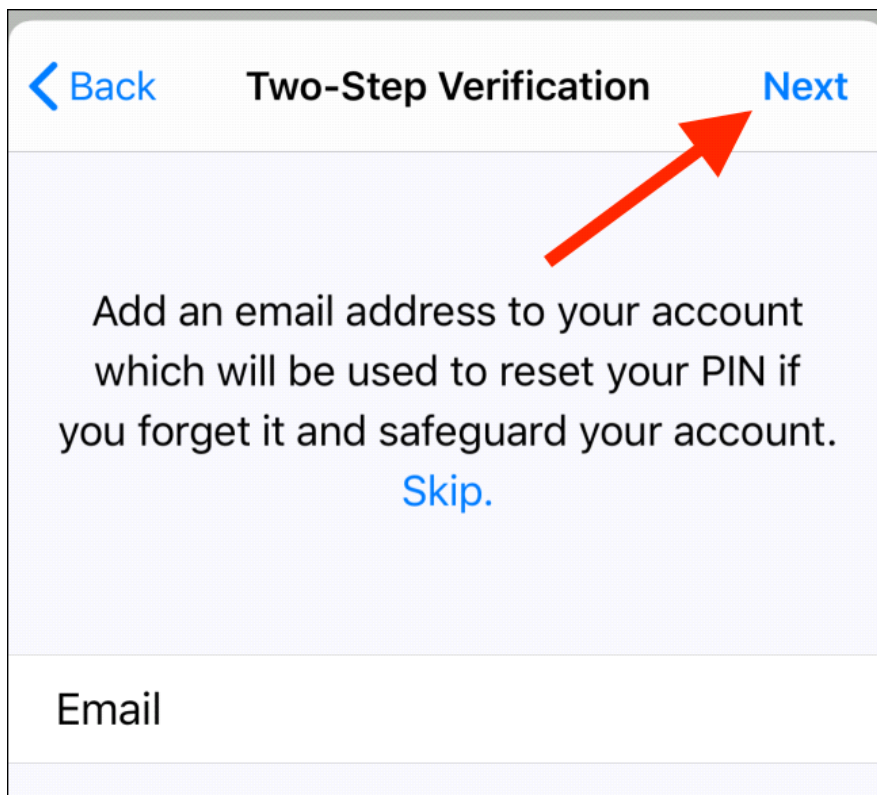
Even if your phone is stolen, they won't be able to access your WhatsApp account. To enable Two factor authentication, open the WhatsApp app on your [iPhone](#) or [Android](#) device. Go to **Settings > Account > Two-Step Verification**, and then tap **"Enable."**



On the next screen, type a six-digit PIN, tap “Next,” and then confirm your PIN on the following screen.



Next, type the email address you want to use to reset your PIN if you forget it or tap “Skip.” On the next screen, confirm your email address.

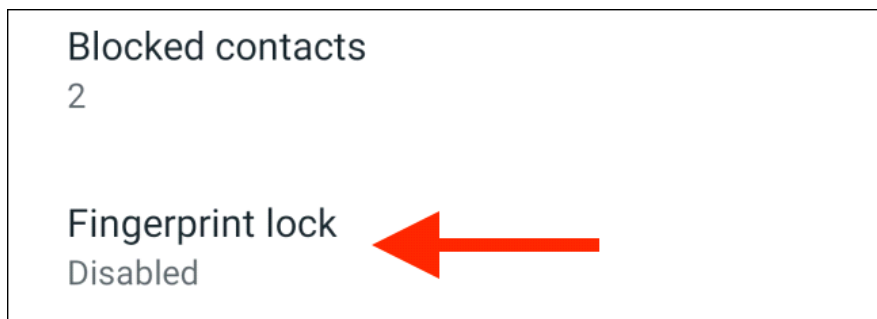


Two factor authentication is now enabled. To make sure you don't forget your six-digit PIN, WhatsApp will periodically ask you to type it before you can access the app. If you forget your PIN, you'll have to reset it before you can access your WhatsApp account again.

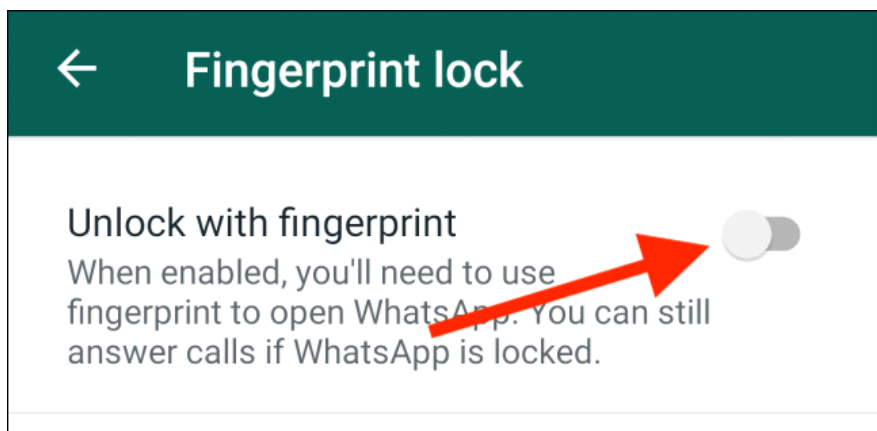
Enable Fingerprint or Face ID Lock

You might already protect your iPhone or Android phone with biometrics. As an additional measure, you can protect WhatsApp with a fingerprint or Face ID as well.

To do so, on your Android phone, open WhatsApp and tap the Menu button. Next, go to Settings > Account > Privacy. Scroll to the bottom of the list, and then tap "Fingerprint Lock."



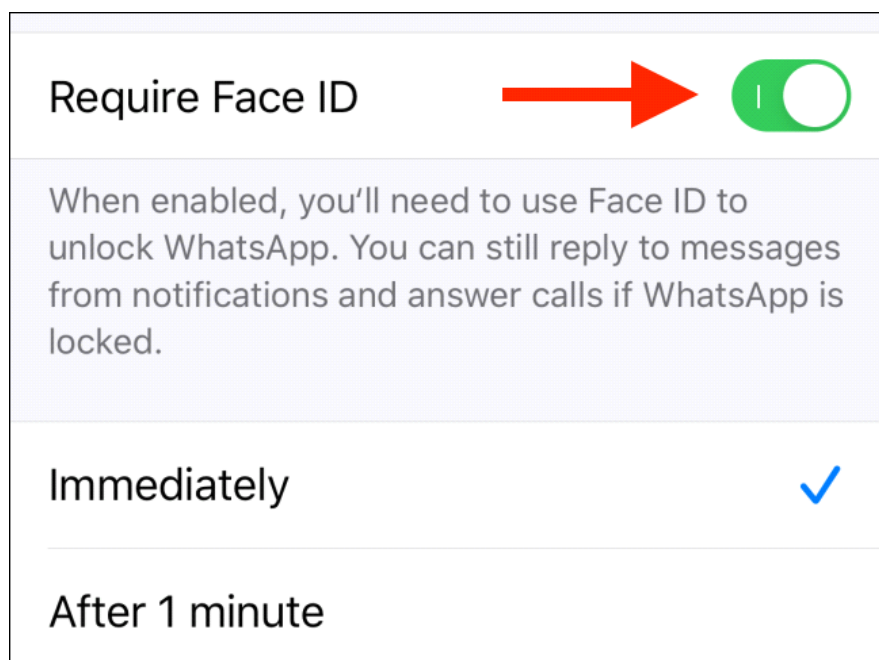
Toggle-On the "Unlock with Fingerprint" option.



Now, touch the fingerprint sensor on your device to confirm your fingerprint. You can also select the amount of time before authentication is needed after each visit.

On iPhone, you can use Touch or Face ID (depending on your device) to protect WhatsApp.

To do so, open **WhatsApp** and go to **Settings > Account > Privacy > Screen Lock**. Here, toggle-On the “Require Face ID” or “Require Touch ID” option.

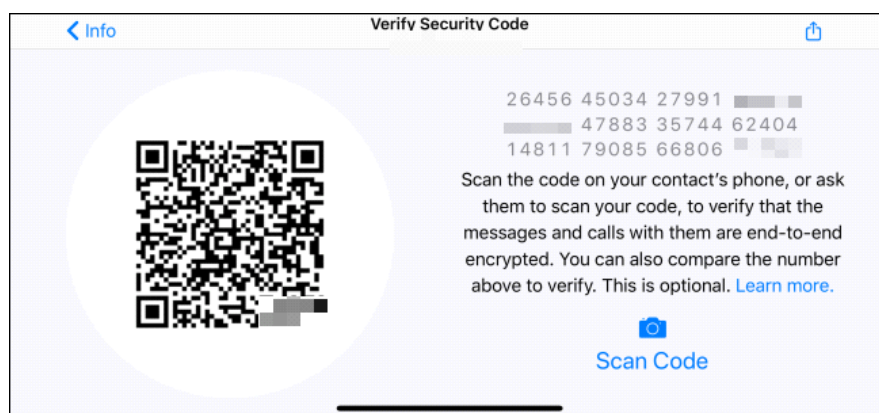


After the feature is enabled, you can increase the length of time after which WhatsApp will lock after each visit. From the default option, you can switch to one or 15 minutes, or one hour.

Check Encryption

WhatsApp encrypts all chats by default, but you might want to make sure. If you share sensitive information over the app, it's best to make sure the encryption is working.

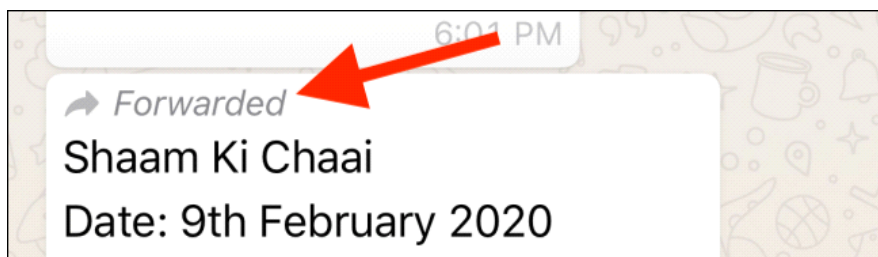
To do this, open a chat, tap the person's name at the top, and then tap “Encryption.” You see a QR and long security code below. You can compare it with your contact to verify it, or ask your contact to scan the QR code. If it matches, you're all good!



Don't Fall for Common Scams and Forwards

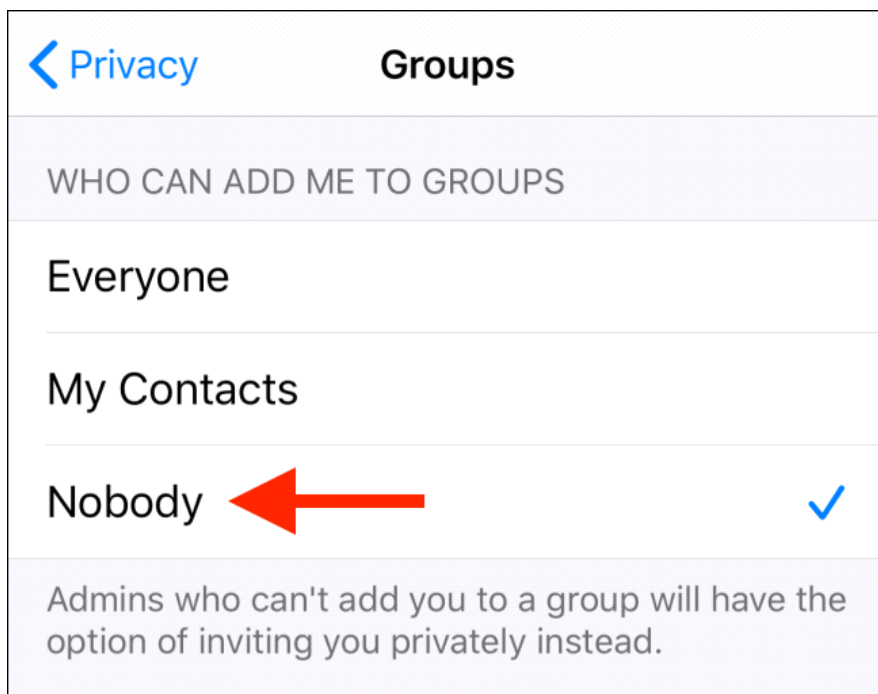
Because WhatsApp is so popular, there are new scams every day. The only rule you need to remember is not to open any link forwarded to you from an unknown contact; these are normally Smishing attacks.

You're probably familiar with email-based phishing, where a scammer emails you and tries to extract sensitive information like your credit card details or social security number. **“Smishing” is SMS-based phishing—scam text messages designed to trick you.** WhatsApp now includes a handy “Forwarded” tag at the top, which makes it easier to spot these messages. No matter how tempting the offer might be, do not open a link or provide your personal information to any website or person you don't know on WhatsApp.

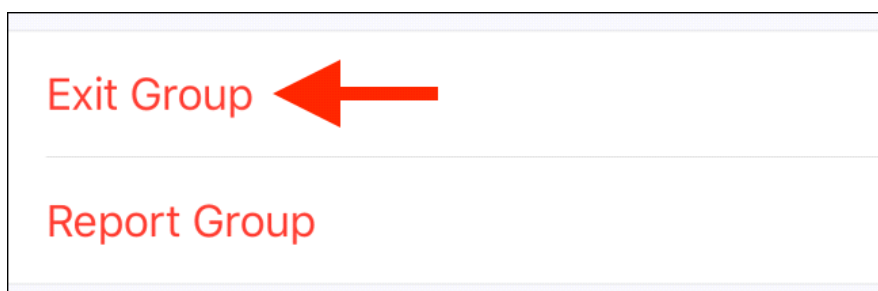


Disable Auto Group Addition

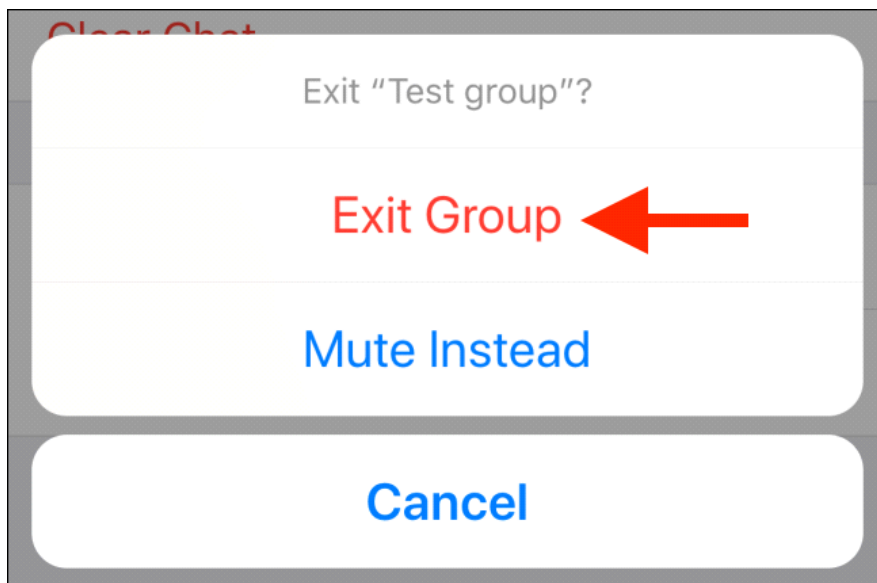
By default, WhatsApp makes it very easy to add anyone to a group. You can now stop this problem at the source. WhatsApp has a new setting that blocks anyone from automatically adding you to a group. To enable this on your iPhone or Android device, go to Settings > Account > Privacy > Groups, and then tap “Nobody or my contacts”



If you've already joined a group you want to exit, open the group chat, and then tap the group name at the top. On the next screen, scroll down and tap “Exit Group.”



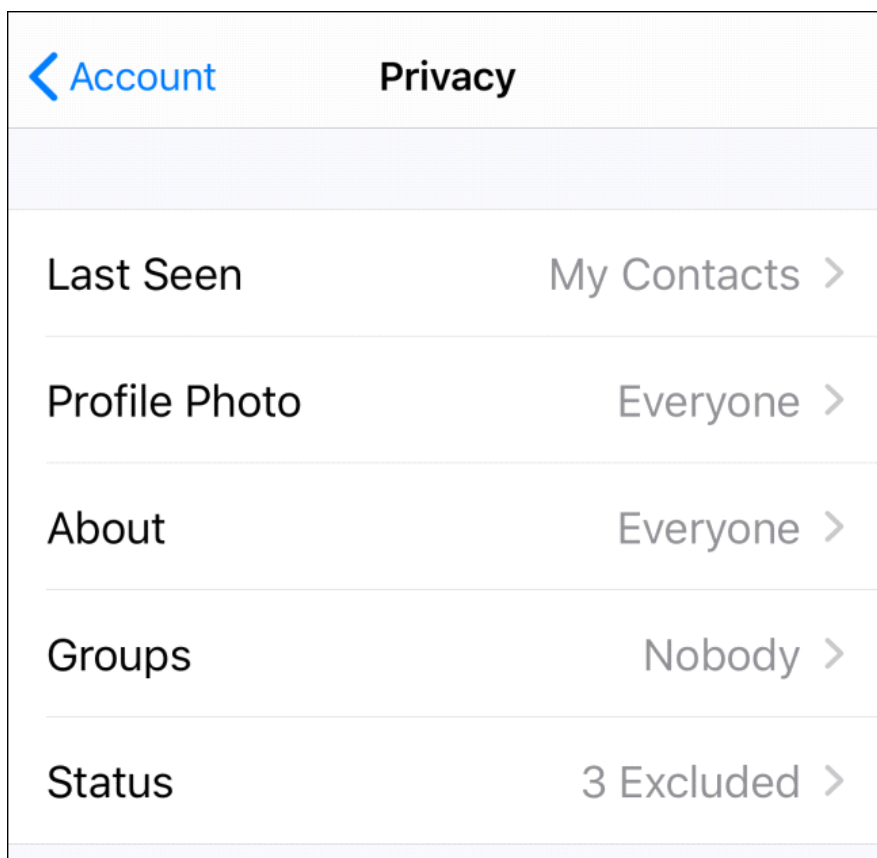
Tap “Exit Group” again to confirm.



Change Your Privacy Settings

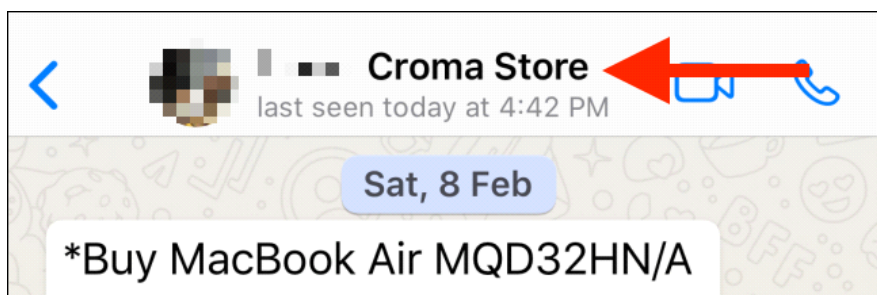
WhatsApp gives you complete control over who can view your private information, and in what context. If you want, you can hide your "Last Seen," "Profile Photo," and "Status" from everyone.

To do so, go to [Settings > Account > Privacy](#) to change these settings.

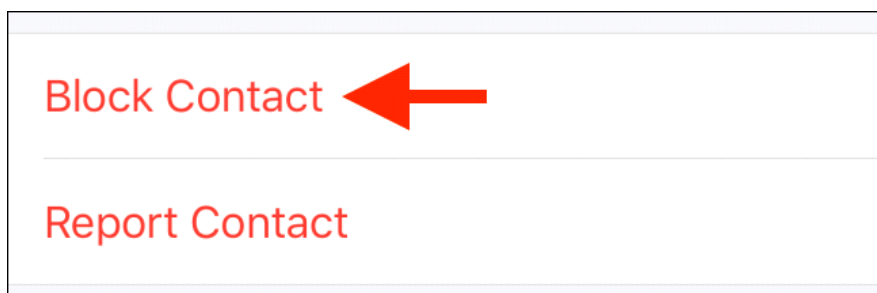


Block and Report

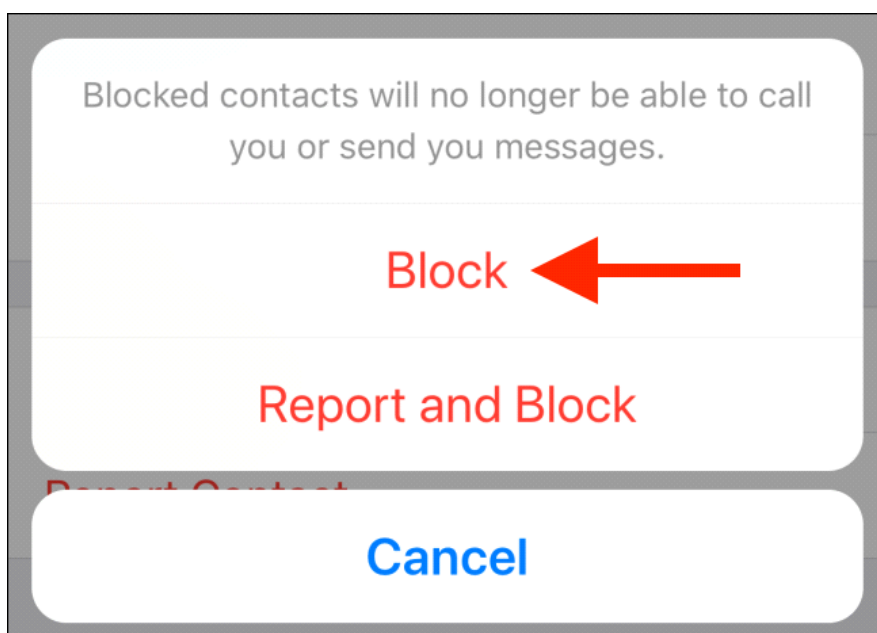
If someone is spamming or harassing you on WhatsApp, you can easily block them. To do so, open the relevant conversation in WhatsApp, and then tap the person's name at the top.



On an iPhone, scroll down and tap "Block Contact"; on Android, tap "Block."

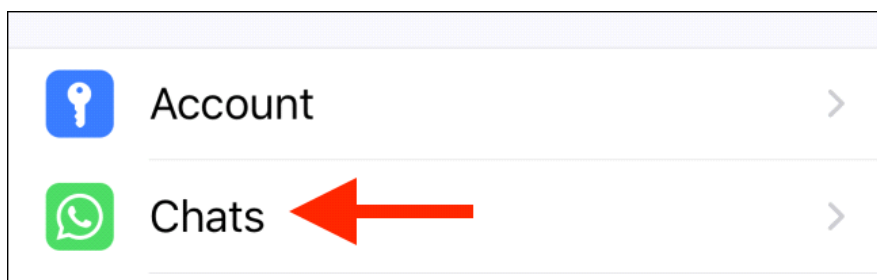


Tap "Block" in the popup.

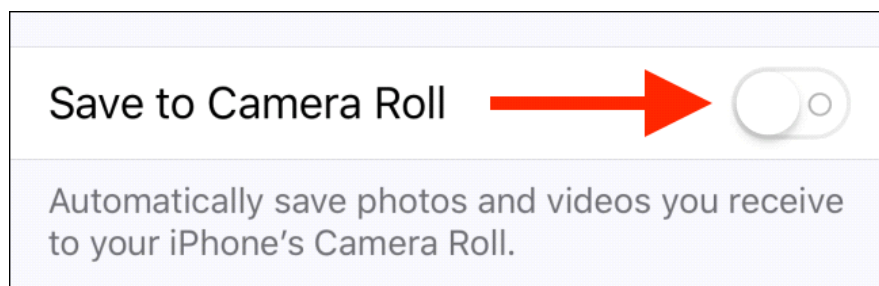


Stop WhatsApp from Auto-Saving Images on the iPhone

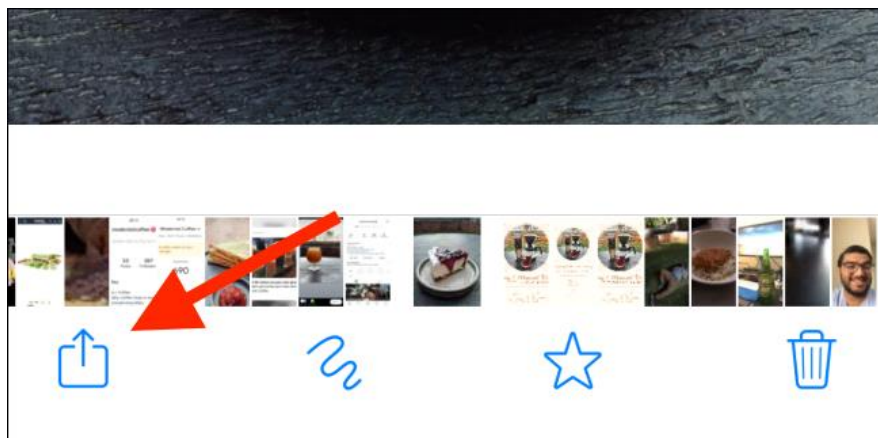
By default, all photos and videos you receive are saved directly to the Camera Roll in the Photos app on your iPhone. To disable the feature, open the WhatsApp app and go to the "Settings" tab. Here, select the "Chats" option.



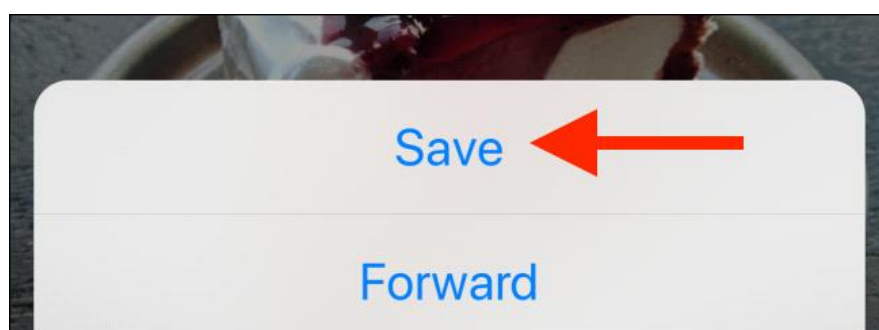
From this screen, tap on the toggle next to "Save to Camera Roll" to turn off the auto-saving feature.



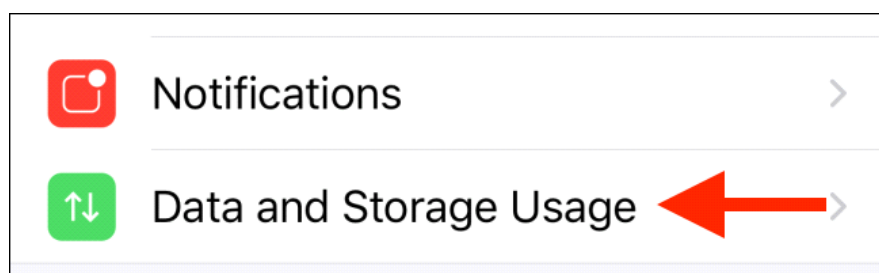
Photos and videos will still be downloaded automatically on your iPhone, but they'll stay in the WhatsApp memory. If you want to manually save media to the Camera Roll, open the photo or video and tap on the "Share" button.



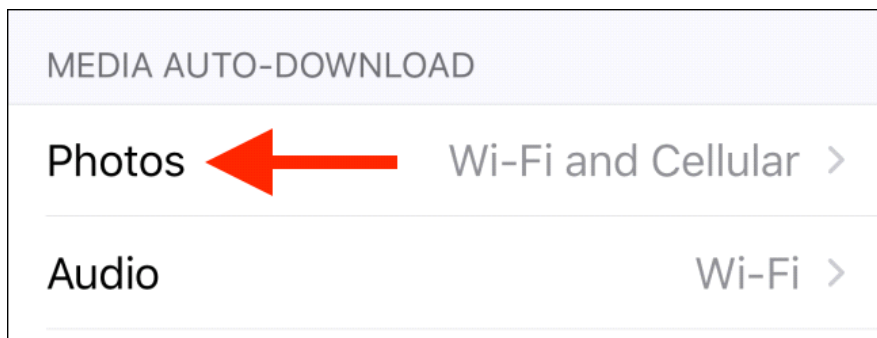
Here, tap on the "Save" option.



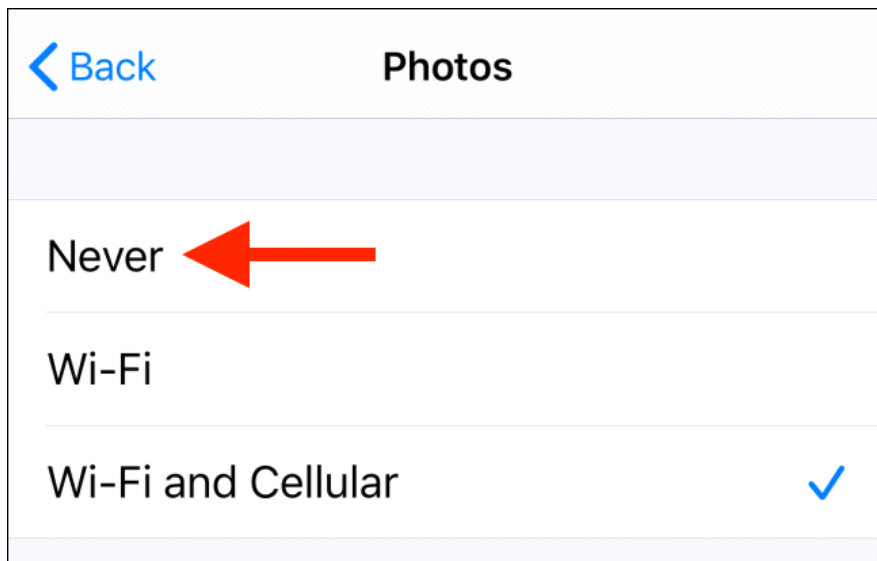
As we mentioned above, the WhatsApp app is still downloading photos and videos, it's just keeping them in its own app storage. But this can quickly add up. If you'd like to stop media downloading right at the source, go to the "Settings" tab and select the "Data and Storage Usage" option.



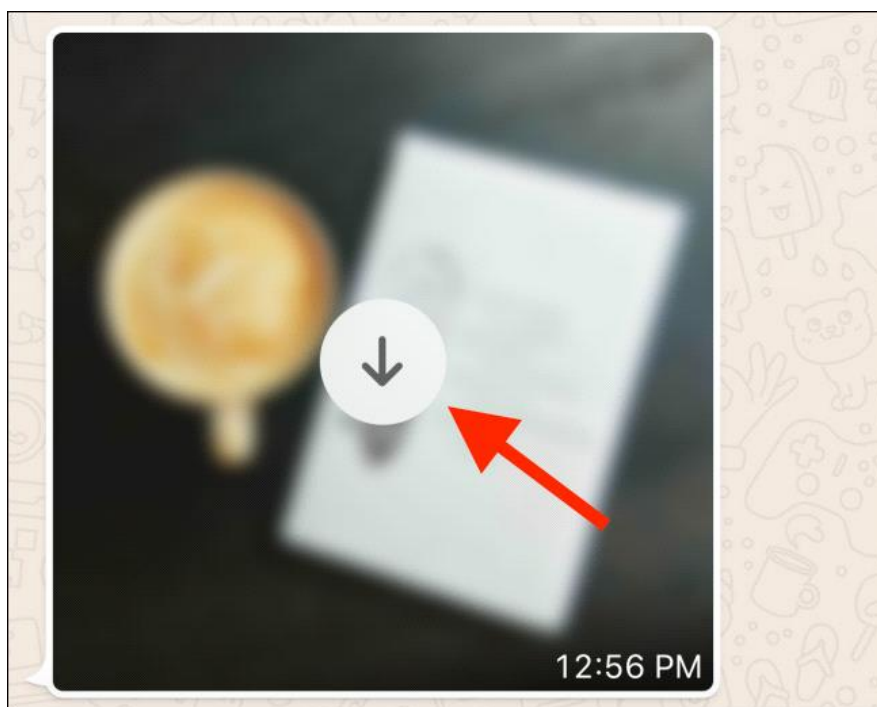
Here, select the "Photos" option.



From this screen, switch to “Never.”

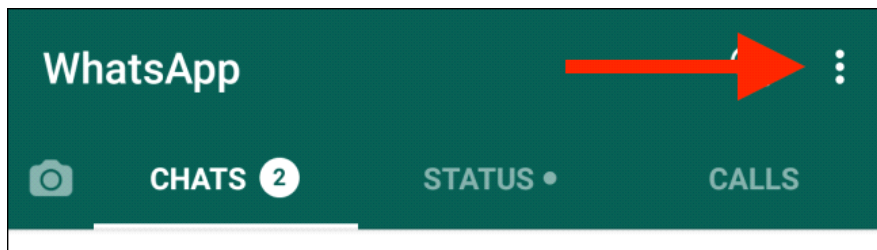


You can now do the same for the Audio, Videos, and Documents sections as well. Now, when you receive any media, you'll see a “Download” button. Tap on it to download the media.

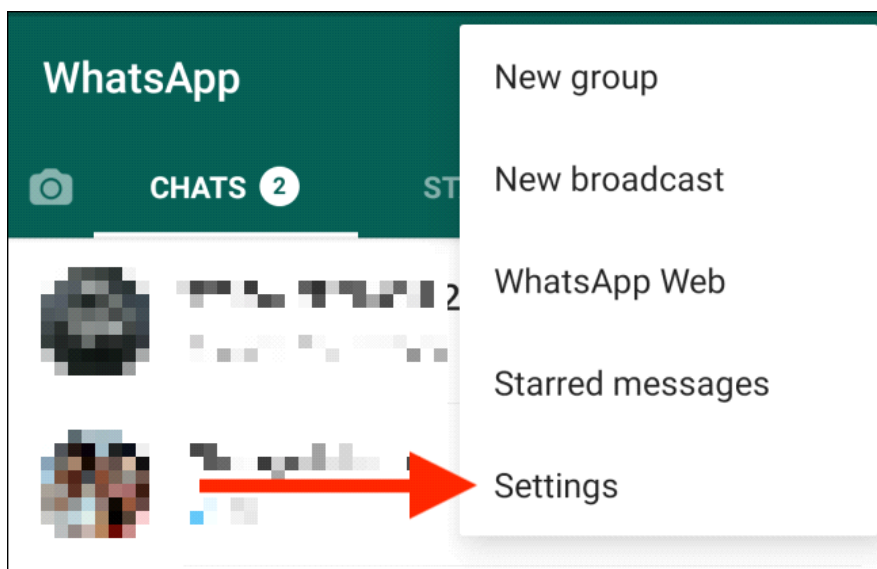


Stop WhatsApp from Auto-Saving Images on Android

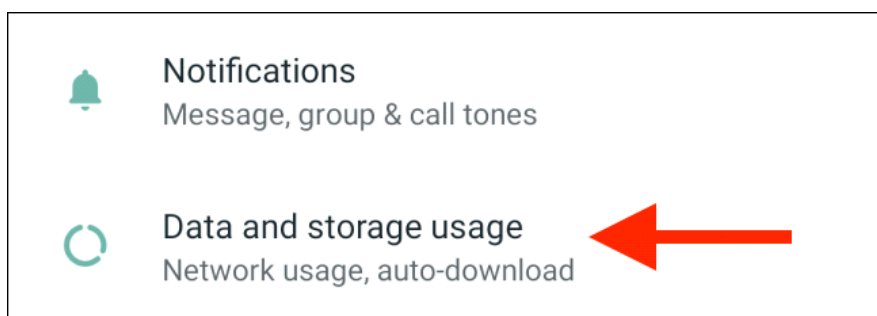
The process for Android is slightly different. Open the WhatsApp app and tap on the three-dot menu button from the top toolbar.



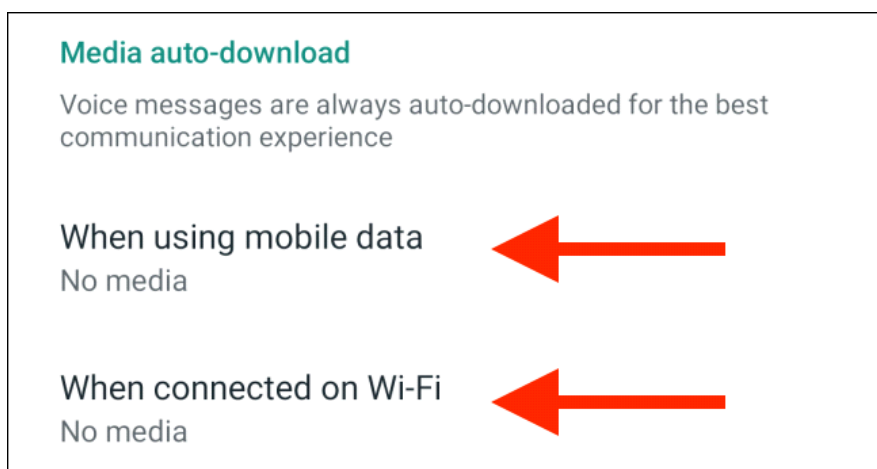
Here, tap on the "Settings" option.



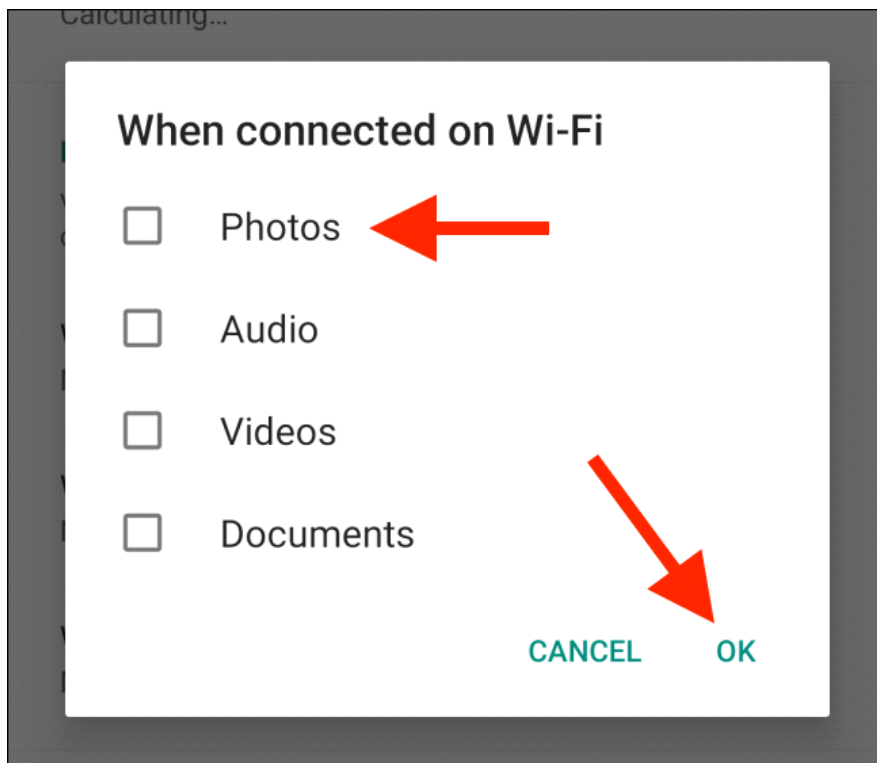
From the Settings page, tap on the "Data and Storage Usage" section.



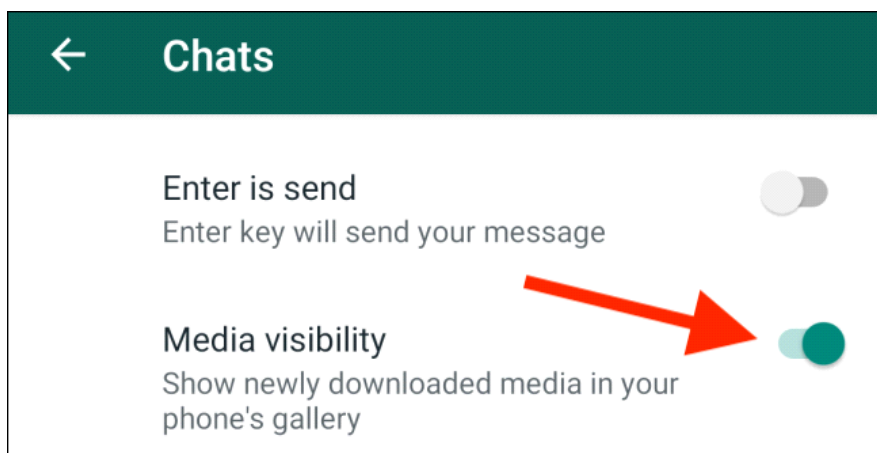
In the "Media Auto-Download" section, you'll see three different options for mobile data, Wi-Fi, and roaming.



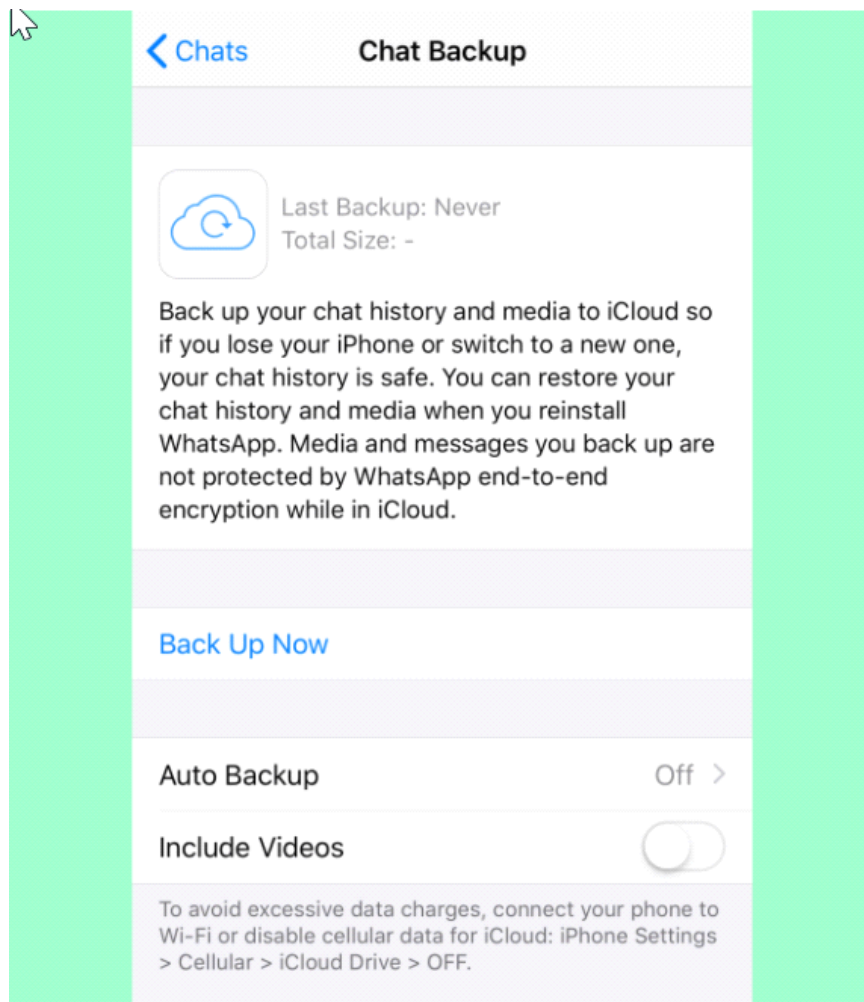
Go through each section and uncheck the Photos, Audio, Video, and Documents options to disable auto-download.



If you want to enable auto-download, but you don't want the media to show up in your Gallery app, you can do so from the "Chat" section in settings. Here, tap on the toggle next to the "Media Visibility" option. Now, newly downloaded media won't show up in your Gallery app.



Chat Backup



Finally this is optional, you can way up the risk yourself. You should **disable cloud backups** of your WhatsApp messages. Setting WhatsApp to back up your messages to online cloud services such as Apple's iCloud is useful in that it gives you a way to retrieve those messages on a new device if your old one is ever lost or stolen. However, when you back up your WhatsApp messages to services like iCloud or Google drive, your normally end-to-end encrypted WhatsApp messages are stored in an unencrypted format, giving anyone who can access your cloud account, the ability to read every WhatsApp message you've ever sent. WhatsApp even explicitly warns users of this risk in the app. If that's too much risk for you, the best thing is to disable cloud backup. **On an iPhone, go to Chats>Chat Backup>Auto Backup and set this option to Off. On an Android phone, go to Chats>Chat Backup and make sure "Back up to Google Drive" is set to "Never."**

To use WhatsApp on your computer

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Windows 8 and higher ([32-bit version](#)). WhatsApp must be installed on your phone.
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2

