

# Microsoft Family Safety Setup

Adding your child to Microsoft Family Safety



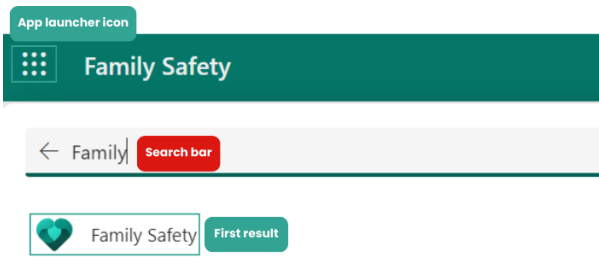
This checklist guides you through the steps to add your child to your Microsoft Family Safety group.

● A panel or page ● Click the button ● Input the info

## Go to the Settings Menu

<input type="checkbox"/> Step 1	On your desktop, click the <b>Window icon</b> (☰) in the bottom-left corner.
<input type="checkbox"/> Step 2	Select <b>Settings</b> (⚙️).
<input type="checkbox"/> Step 3	Select <b>Accounts</b> (👤).
<input type="checkbox"/> Step 4	On the <b>Settings</b> menu, <b>Your Info</b> option.
<input type="checkbox"/> Step 5	Click <b>Manage my Microsoft account</b> .

## Adding a member to your family group

<input type="checkbox"/> Step 6	You'll be redirected to the <b>Microsoft account page</b> .
<input type="checkbox"/> Step 7	Click the <b>App launcher icon</b> at the top left. In the <b>search bar</b> , type "Family" and click the <b>first result</b> .
 A screenshot of the Microsoft account page. At the top left, there is an 'App launcher icon' (a grid of dots) next to the text 'Family Safety'. Below this is a search bar containing the text 'Family' and a red 'Search bar' button. Below the search bar, there is a search result card for 'Family Safety' with a heart icon and a 'First result' label.	
<input type="checkbox"/> Step 8	You'll be redirected to the <b>Microsoft Family Safety page</b> .
<input type="checkbox"/> Step 9	Click <b>Add a family member</b> at the top right.
<input type="checkbox"/> Step 10	Choose <b>Member</b> from the options.
<input type="checkbox"/> Step 11	Review the information about what you can do and see regarding your child's online activity, then click <b>Next</b> .
<input type="checkbox"/> Step 12	<b>If your child already has an email address</b> , this is the last step. Log in to your child's account. You may be prompted to input more information, complete a verification activity, and sign a consent form. <b>If your child doesn't have an email address</b> , click <b>Create an account</b> and continue to step 13.

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## Step 2: Adding your child to Microsoft Family Safety



**The Smith Family**

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### Creating an email address for your child

<input type="checkbox"/> Step 13	Review the note from Microsoft, then click <b>OK</b> .
<input type="checkbox"/> Step 14	Click <b>Get a new email address</b> .
<input type="checkbox"/> Step 15	Enter the <b>username</b> for your child's email address, before @outlook.com. <ul style="list-style-type: none"><li>If the name is already taken, you'll see an availability message.</li></ul>
<input type="checkbox"/> Step 16	Once you've confirmed the username, click <b>Next</b> .
<input type="checkbox"/> Step 17	Create a <b>password</b> for your child's account. Then click <b>Next</b> . <ul style="list-style-type: none"><li>If you want to receive updates about Microsoft products and services, leave the tick box checked. If not, uncheck it.</li><li>Clicking Next also means you agree to the Privacy Statement and Microsoft Services Agreement. The blue text links provide details.</li></ul>
<input type="checkbox"/> Step 18	Enter your <b>First name</b> and <b>Last name</b> into the forms. Then click <b>Next</b> .
<input type="checkbox"/> Step 19	In the Country/region list, select <b>Australia</b> .
<input type="checkbox"/> Step 20	Then you can select and enter your <b>birthdate</b> . <ul style="list-style-type: none"><li>Please make sure the year is correct as it affects account features.</li></ul>
<input type="checkbox"/> Step 21	If all information is correct, click <b>Next</b> .
<input type="checkbox"/> Step 22	Complete the <b>verification activities</b> to confirm you're not a bot.
<input type="checkbox"/> Step 23	On the next page, read through the consent. At the bottom of the page, in the signature bar, type <b>your child's name</b> . Then. Click <b>Yes, I agree</b> .
<input type="checkbox"/> Step 24	Check the box if you agree to let your child use non-Microsoft apps with this account and click <b>Continue</b> .

**Your child's account has now been added to your family group.**