Microsoft Family Safety Setup

Setting up screen time checklist

The Smith Family
Learn today, change tomorrow.

This checklist guides you through the steps to set up screen time limits for your child's account.

🔴 **A panel or page** 🟢 **Click the button** 🔵 **Input the info**

☐ Step 1	Log in to your account on the **Microsoft Family Safety portal**. (family.microsoft.com)
☐ Step 2	On the **Your family page**, click on the **child's account** you want to set restrictions for.
☐ Step 3	Click the **Screen time** option on the left-hand side.
☐ Step 4	Scroll down the page, find the **Devices tab** and click **Turn limits on** for the device you want to set time limits on. You'll then see the days of the week listed from Sunday to Saturday.
☐ Step 5	Click on the day you want to set time limits.
☐ Step 6	In the **new window**, you can set a time limit • for every day or for specific days of the week. • for how long they can use the device on the selected day/s. • for the specific times they can use the device.
☐ Step 7	Click **Done** to confirm the settings.
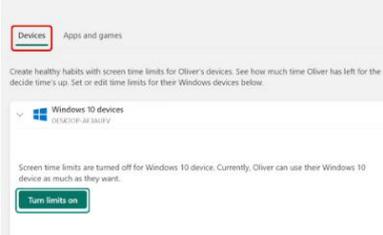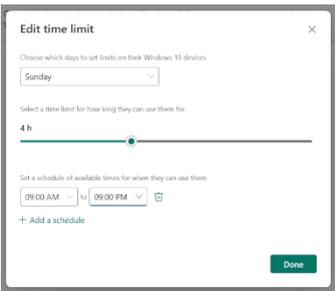
You've now set up the screen time limits for the chosen family member on the selected device.