



Social Media & the Workplace Fact Sheet:

- Most companies now have a Social Media policy in place. Make sure that you as an employee are aware of your employers Social Media Policy.
- The wrong post on a Social Media site could be detrimental to you as an employee or the organization as a whole and may cost you your job.
- Social Media takes you away from performing your work.
- Using Social Media at work could give you a bad reputation around the workplace, unless your job requires it.
- A post on Social Media could end up in the hands of the wrong person.
- Make sure there is nothing inappropriate on your social media, including your political views. Potential employers may check social media prior to hiring.

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