



Windows 10 Safety Controls & settings guide

With Windows 10, parents can set up a Child Account to manage children's activity on devices and online to keep them safe. Get automated reports and a weekly email breakdown of their activity to help understand how privacy settings can help them. Additionally, install the mobile app to monitor activity from there.





1 How to set up a child's account

Microsoft Family lets you set spending restrictions across consoles and devices.

To help limit accidental spending, you can use Xbox Series parental controls settings.

To set spending limits with Microsoft Family:

Step 1 – Open your Microsoft Family app. Or go to Settings > General > Online safety & family > Family settings and select Family on the web. You will need to enter or set a PIN to access this.



Step 2 – Select the **family member** you wish to set restrictions for. Then, select **Spending** from the top of the screen.



Step 3 – Next to Get notified about every purchase [Child] makes, turn the toggle to green (On). This will help you oversee their purchases.

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| R | Settings | × |
| | Move Family & other users Find a setting F Vour family Your family Access to be Moreal & accests Sign in options Access work or school A framily & other users Specy your settings | Bing Tamily Galage to your phone Image: State of the state of th |
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Step 4 – Within Microsoft account balance, select Add money and choose an **amount** to add. This will allow your child to spend freely up to that amount.

Step 5 – If possible, keep credit cards off of your child's account. Otherwise, under **Credit cards**, make sure to switch **On** the toggle next to **Require approval for every purchase**.

| a | | | | |
|-------------------------|-------------------------|--|---|----------------------------------|
| | Settings | | - 0 × | |
| Sector 15 | 6 Hume | Family & other users | | |
| | Find a setting | Your family | Bring Family Safety to your phone Use all of the digital safety features | |
| | Accounts | You can allow family members to sign in to this PC. Adults can manage family settings online and see recent activity to help kilds stay safe. | you already know, plus location sharing for the whole family. Get the app | |
| | AE Your info | + Add a family member | | |
| | ED Email & accounts | | Help from the web | |
| | Q Sign-in options | A Crite | Creating a local user account Switching to a local account | |
| | Access work or school | Manage family settings online | Setting screen time limits Switching users | |
| | A, Family & other users | Other users | | |
| | C Sync your settings | Allow people who are not part of your family to sign in with their own accounts. This won't add them to your family. | A Get help | |
| | | + Add someone else to this PC | | |
| | | Set up a kiosk | | |
| | | Assigned access Set up this device as a klosk – this could be a digital sign, interactive display or public browser, among other things. | | |
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Step 6 - When you first sign in on your child's account, there are additional steps to complete setup. From your account, click the **Windows icon** in the bottom left-hand corner of the screen. Then, click your **profile icon** to select your **child's account**.

Step 7 - Enter their username and password to **confirm their account** and approve the sign-in. Then, open **Microsoft Edge** to complete the first-time open tasks before returning to **your own account**.







2 How to manage screen time

Windows 10 lets you track how much time your child spends on different apps. You can also set limits to help them balance their time online with offline activities.

To set screen time limits:

Step 1 – From **your account**, search **family options** in the left-hand search bar. Click **Family options**.

| III Family Safety | | | | ρ | 8 | ? | ۲ |
|-------------------|--|--|-------|---|---|---|---|
| | Devices Apps and games App and game limits On Too much time spent watching videos or playing games them stay focused and get a healthy balance of screen t | 27 Set limits on Jane's apps and games to help time throughout the day. | | | | | |
| Cverview | Installed apps and games | Daily average \downarrow | Limit | | | | |
| G Screen time | Microsoft Edge | 2 min | | : | | | |
| O Content filters | Microsoft Store | 1 min | | : | | | |
| Spending | Netflix | 1 min | | ; | | | |
| | 3D Viewer | | | | | | |
| | Films & TV | | | : | | | |
| | Groove Music | | | : | | | |
| | Mail and Calendar | | | : | | | |
| | Microsoft Photos | | | : | | | |
| | Microsoft Solitaire Collection | | | : | | | |
| | Microsoft Sticky Notes | | | : | | | |

Step 2 – Click View family settings and click on your child's profile. Click Screen time from the left-hand menu.

Step 3 – Here, you'll see a breakdown of time spent on each device your child uses along with how that time is split among **Apps and games**. Scroll down and **click Turn limits on** to set screen time limits.

| | Devices Apps and games | how much time lane has left for the | | |
|-----------------|---|-------------------------------------|----------------------|---|
| Overview | day, give them more time, or decide time's up. Set or edit time limit Xbox consoles below. | s for their Windows 10 devices and | | |
| G Screen time | Use one schedule on all devices | | | |
| Content filters | Off Off | | | |
| Spending | When off, you can set a limit to Windows or Xbox individually. | ed Windows 10 and Xbox devices. | | |
| | Windows 10 dayland | | | |
| | Windows 10 devices | | | |
| | Day | Time limit | Available times | _ |
| | Sunday | 15 h | 07:00 AM to 10:00 PM | |
| | Monday | 15 h | 07:00 AM to 10:00 PM | |
| | Tuesday | 15 h | 07:00 AM to 10:00 PM | |
| | Wednesday | 15 h | 07:00 AM to 10:00 PM | |
| | Thursday | 15 h | 07:00 AM to 10:00 PM | |
| | Friday | 15 h | 07:00 AM to 10:00 PM | |
| | Saturday | 15 h | 07:00 AM to 10:00 PM | |
| | > 🔊 Xbox consoles | | | + |

Step 4 – Choose and **set how much time** your child can spend on their devices or in specific apps and games per day. This is useful if you'd like to give them more time on weekends versus school nights. Review this around school breaks if relevant.

| | Devices Apps and games | | | |
|---|---|-----------------------------|---|--|
| Content filters Content filte | Create healthy day, give the analysis of the second | ces | × | |
| | IS h Day Sunday Or 200 AM v Turneta | en | Available times 07:00 AM to 10:00 PM 07:00 AM to 10:00 PM 07:00 AM to 10:00 PM | |
| | Wedne Thursday Friday | Done 15 h 15 h | 07:00 AM to 10:00 PM 07:00 AM to 10:00 PM 07:00 AM to 10:00 PM | |
| | Saturday | 15 h | 07:00 AM to 10:00 PM | |





Setting age limits on Windows 10 can filter out age-inappropriate apps, games and media. These settings apply to both Windows 10 and Xbox devices. If children try to access content beyond the age limit, you will need to approve it.

To set age filters:

Step 1 – From **your account**, search **family options** in the left-hand search bar. Click **Family options**.



Step 2 – Click View family settings and click on your child's profile. Click Content filters from the left-hand menu.





Step 3 - Select up to **which age your child can access content** for in the righthand dropdown menu.

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|-------------------|-----------------------------|----------------------------|-----------------------|---------------------|---|---|---|---|
| | OVERVIEW | V | | | | | | |
| | Screen time | | | | > | | | |
| | | | 2 h | | | | | |
| Overview | | Daily average | 1h | | | | | |
| Content filters | | 2 11111 | avg Fri Sat | Sun Mon Tue Wed Thu | | | | |
| Spending | Jane's devices | | Latest activity | | | | | |
| | 2 | | 18 minutes ago | | | | | |
| | How to connect more devices | | | | | | | |
| | Apps and games | | | | > | | | |
| | | Age filter Up to age 11 | ₽ ^{New apps} | E Apps used 3 | | | | |
| | Most used apps this week | | Daily average | Limit | | | | |

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|------|--------------------------------|--|---------|---|
| | | Content filters Web and search Apps and games | | |
| (TR) | | Set an age limit that lifer out inappropriate apps, games, and media. Anything that's over the content ratings you've decided on will need your approval. This setting applies to Windows 10 and Xbox devices. 3 | ge ~ | - |
| 6 | Screen time Content filters | Allowed apps 5 To allow anos or pamer above their are ration say yes when they ask 6 | | |
| | Spending | Blocked apps (5) 3 360 Browser | | l |
| | | B Box X Browser 10 B Brave Browser 11 | | |
| | | B Browser X Remove B Browser Pro+ X Remove | | |
| | | Show more To block an installed and or name no to Ann and name limits | | |

4 Monitor search activity

To help you catch anything troubling or to help you start important conversations, you can monitor search activity with Windows 10 settings.

To review search activity:

Step 1 – From **your account**, search **family options** in the left-hand search bar. Click **Family options**.

Step 2 – Click **View family settings** and click on your **child's profile**. From the Overview tab, scroll down.





Step 3 – Click on Web and search. Here, you can see potentially harmful search terms and which sites are visited with Microsoft Edge.

| | Family Safety | | | | ¢ |
|---|--------------------------------|---|--|---|-----------------------|
| | | Web and search Apps and games Image: Constraint of the search | Jane is using the Microsoft Edge browser. | Learn more | |
| œ | Overview | 😨 Connected devices: 1 🕕 | | | |
| 0 | Screen time Content filters | Activity | | This we | ek (7 Oct - 13 Oct) 🗸 |
| | | Search terms from Microsoft Edge that may be pote more details. Only search terms in English will be det Other search terms (3) roblox (3) england (2) fishing Websites | stally concerning will be flagged and brou ected. Give feedback | ght to your attention below. Select a l | flagged search to see |
| | | Site visits (15) | | | |
| | | > 🚺 msn.com | Thu at 11:48 AM | 16 visits | |
| | | > Timicrosoft.com | Thu at 11:47 AM | 11 visits | |
| | | > of live.com | Thu at 11:47 AM | 5 visits | |
| | | > a roblox.com | Thu at 11:40 AM | 3 visits | |
| | | > w wikipedia.org | Thu at 11:40 AM | 2 visits | |
| | | | | | |

⁵ How to block unwanted and inappropriate content

Depending on your child's age, you may want to block their access to certain content. Windows 10 allows you to do that through Family settings.

To block content:

internet matters.org

Step 1 – From Family settings, choose your child's profile and click on Content filters in the left-hand menu. Then, select the Apps and games tab.

Step 2 – **Add apps** that you'd like to block to the list. Browsers other than Edge can be blocked to ensure they can't access content that is blocked on Microsoft Edge elsewhere.

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|--------------------------|--|---|--------|---|
| | Web and search Apps and games | | | |
| Overview Srreen time | Set an age limit that'll filter out inappropriate apps, games, and media. Anything that's over the content ratings you've decided on will need your approval. This setting applies to Windows 10 and Xbox devices. | Apps and games rated up to age 11 ~ 3 - 4 - | r A | |
| Content filters Spending | Allowed apps To allow apps or games above their age rating, say yes when they ask. | 5 6 | | |
| | Blocked apps (51) 3 360 Browser | 9 | | |
| | B Box X Browser B Brave Browser | 10 11 × Remove | | |
| | B Browser B Browser Pro+ | × Remove | | |
| | Show more To block an installed app or game, go to App and game limits | | | |
| | Take a look at this week's activity and browse all of Jane's installed apps and games | Co View screen time activity | | |
| | (2) English (United States) Privacy & cookies Terms of use Contact us Feedback. | Manage cookies © Microsoft 2022 | dback | |

6 Microsoft Family Safety app

For ease of use, Microsoft created the Family Safety app, which can be used with Windows 10 and across devices.





To set up family safety:

Step 1 – **Download and install the app** on all devices you want to include. It's free unless you want additional features like location and driving alerts.

Step 2 – **Sign in** to each device using your family members' Microsoft details. Then, you'll be able to monitor activity across devices and use the same features outlined in the instructions above.

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|---|-----------|------------------------------|-------------|
| \equiv Your family | Q | ÷ | ¢ |
| List Map | | | н |
| Hello, | | TODAY | LAST 7 DAYS |
| Your activity | | Screen time | MANAGE |
| Does your family drive? Set up Drive Safety Ø 30-day free trial | > | Total device usage 12 min | |
| Your family members (1) | | - | |
| JH © Location not shared | | Daily average: 1 min | |
| √ 12 min screen time us Updated now | sed today | Apps and games | SEE ALL |
| ADD A FAMILY MEMBER | | Apps used today | |
| | | 9 min used toda | ge ay |
| | | Netflix 2 min used toda | ау |
| | Ę | Microsoft Sto | re |
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