

Time Management Tools on Facebook & Instagram

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Your Time on Facebook

Easily accessible in the main settings menu on the app. In addition to showing an activity dashboard, this product helps people navigate to and adjust multiple settings on their app to help manage their time. They are grouped into four sections:

- **See Your Time:** This screen shows three different activity dashboards showcasing the usage time per day, comparing daytime vs. nighttime, and app visits for every day of the week.
 - You can also choose to get a **Weekly Update** about your time spent on the app.
 - This screen will also direct you to your Activity Log where you can review your activity history and see where you're spending your time.
- **Manage Your Time:** This screen is the home for controls that allow people to schedule downtime away from Facebook.
 - Turning on **Quiet Mode** mutes most push notifications and limits notification dots. After turning it on, you will get a reminder that Quiet Mode is on when you return to the app.
 - **Scheduling Quiet Mode** allows you to choose a start time, end time and specific days of the week for Quiet Mode. The schedule will remain on until you return to the setting and turn it off.
 - You also have the option to turn on a **Daily Time Reminder** which will notify you when you have used Facebook for the amount of time you choose.
- **Get More From Your Time:** This screen allows easy access for managing content that appears in News Feed.
 - By editing **News Feed Preferences** you can see more content from the people you care about most. You can choose **Favorites**, or **Unfollow** people to stop seeing their posts.

- You can also review those accounts you have chosen to **Snooze**. The snooze tool is available on any News Feed post and gives you the option to hide a person, Page or Group for 30 days, without having to permanently unfollow or unfriend them.
- **Control Your Notifications:** This screen includes shortcuts to help you manage your notifications.
 - You can quickly access your **notification settings** and choose what notifications you receive and in what way. You can also **mute push notifications**.
 - You can also choose which shortcuts (Marketplace, Groups, News, Menu) show red **notification dots**.

Your Activity on Instagram

There are a number of features on the Instagram app that allow you to manage your time and activity in a way that works for you:

- Accessible via the settings menu, you can see your **Daily Average time spent** on the app every day of the week. It also provides the ability to:
 - **Set a Daily Reminder** that will notify you once you have reached the time you set for yourself.
 - You can also choose your **notification settings** for multiple features on Instagram such as comments, messages, calls and Lives and in multiple modes.
 - There's also the option to **pause all** notifications for up to 8 hours at a time.
- An additional feature on Instagram called ['You're All Caught Up'](#) lets people know when they've seen all the recent content in their Feed to help limit mindless scrolling.
- You can also choose to **mute** accounts, which is a way to control what content you see on Instagram. The feature lets you hide posts in feed from certain accounts, without unfollowing them. You can still see posts on their profile page and get notified about comments or posts you're tagged in.
- We have also shared early work on efforts to prevent rabbit-holing: encouraging people to look at other topics if they're dwelling on the same type of content for a while, and a feature tentatively called "**Take a Break**," where you could put your account on pause and take a moment to consider whether the time you're spending is meaningful.