

Palmerslaw

# Your Digital Legacy

A Guide to Securing  
Your Online Life

Moving forward  
together >

zenplans



## Why Your Digital Legacy Matters

In today's digital world, nearly five billion people share their lives online. From treasured photos and messages to important documents and financial records, your digital presence forms a vital part of your life story.

But have you ever considered what happens to your online accounts when you're no longer here? Without careful planning, your loved ones may struggle to access or manage these accounts. Fortunately, major platforms such as Facebook, Google, and Apple offer pre-planning tools to help you take control of your digital legacy.

This guide will walk you through how to set up these digital legacy settings, ensuring that your online presence is handled according to your wishes.

Beyond these major platforms, your digital estate extends to financial accounts, personal documents, and more. That's why you also have access to Zenplans – a digital estate vault – providing a secure space to organise and protect your full digital legacy.



# Facebook: Managing Your Profile After You're Gone

Facebook allows you to decide whether your profile should be permanently deleted or memorialised after your passing. A memorialised account becomes a dedicated space where friends and family can share memories, while ensuring your profile does not appear in birthday reminders or friend suggestions.

By appointing a Legacy Contact, you can nominate someone to manage your memorialised profile.

## How to Set Up Facebook's Digital Legacy Settings

- 1 Go to your main profile page.**
- 2 Click the three dots next to 'Edit Profile'**, then choose 'Memorialisation Settings' from the options.
- 3 Choose between Deletion or Memorialisation**
  - **Memorialise:** Preserve your profile as a tribute space.
  - **Delete:** Remove your Facebook account entirely.
  - **TIP:** *Memorialised accounts prevent unwanted notifications such as birthday reminders.*
- 4 Assign a Legacy Contact:** Select a trusted person to manage your memorialised profile.
  - **TIP:** *Facebook allows only one Legacy Contact.*
- 5 Set Data Permissions:** Decide whether your Legacy Contact can download a copy of your posts and photos.
- 6 Notify Your Legacy Contact:** Send them a message so they are aware.
  - **TIP:** *Choose someone who is comfortable managing your account.*
- 7 Review Your Settings Periodically:** Ensure your settings remain aligned with your wishes.

# Google: Managing Your Data with the Inactive Account Manager

Google's Inactive Account Manager allows you to delete or share parts of your account data after a period of inactivity (ranging from 3 to 18 months). You can nominate up to 10 trusted contacts who will receive access to specific data once the account is inactive.

If no action is taken, Google may permanently delete your account and all associated data after two years of inactivity.

## How to Set Up Google's Digital Legacy Settings

- 1 Go to Google Account Settings:** Visit [Google My Account](#).
- 2 Select Data & Privacy:** Scroll down to the Make a plan for your digital legacy section.
- 3 Click on "Inactive Account Manager"** to begin setup.
- 4 Set Inactivity Period:** Choose a timeframe (3-18 months) before Google considers your account inactive.  
*- TIP: Consider a period that aligns with your online activity.*
- 5 Choose Who to Notify & What to Share:** Select up to 10 trusted contacts and specify which data they can access (emails, photos, documents, etc.).
- 6 Decide Whether to Delete Your Account:** Opt to have your entire account deleted once it becomes inactive.  
*- TIP: Trusted contacts will have three months to download shared data before deletion.*
- 7 Review and Confirm Your Plan:** Choose to receive email reminders to ensure your plan remains up to date.



# Apple: Managing Your iCloud Data with Legacy Contacts

Apple allows you to assign Legacy Contacts who can access your iCloud data after your passing. Once Apple verifies their request (using a unique access key and your death certificate), they will have three years to manage or download your data before the account is permanently deleted.

## How to Set Up Apple's Digital Legacy Settings

- 1 Go to Apple ID Settings:** Open the Settings app on your iPhone or iPad.
- 2 Select Sign-In & Security.**
- 3 Tap "Legacy Contact" and select Add Legacy Contact.**  
*- TIP: If you appoint multiple Legacy Contacts, any one of them can manage or delete your account data.*
- 4 Select a Trusted Contact** from your list of contacts.  
*- TIP: Data stored on Apple Keychain – such as payment information and passwords – can't be accessed by your Legacy Contact.*
- 5 Confirm Your Legacy Contact** and send them the unique Access Key.  
*- TIP: The access key must be kept safe, as it is required to retrieve account data.*
- 6 Ensure Your Date of Birth is Correct:** Apple uses your birthdate for security verification.
- 7 Review Settings Over Time:** Legacy Contacts will have access for three years before the account is permanently deleted.

# Beyond Social Media: Secure Your Entire Digital Life with Zenplans

While managing your Facebook, Google, and Apple accounts is essential, your digital life and legacy spans far beyond this. Consider the following:

- Online banking & investment accounts
- Important digital documents
- Subscription services & digital assets
- Personal notes & sentimental files

As a client of the firm, you have access to Zenplans – digital estate vault – to help you securely organise all these aspects of your digital life, ensuring your loved ones can access everything they need at the right time. Instead of struggling to access accounts, they will have peace of mind knowing your affairs are in order.

However, please note that although Zenplans allows you to view easily what platforms need to be accessed and managed, it is important to note that you must separately set up the legacy contacts on each on-line provider as appropriate (as mentioned above with regard Apple, facebook and Google) to permit access to your chosen people following your death.

## Get Started Today

Taking control of your digital legacy is a valuable and thoughtful gift to those you care about. Set up your legacy settings with Facebook, Google, and Apple, and explore Zenplans to ensure that every aspect of your digital life is recorded and as easy as possible for your legacy contacts to manage.

For more information or assistance, contact us today.

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