Uhlu lokuhlola ukuphepha kwe-WhatsApp yebhizinisi

Igama _____ **Ibhizinisi** _____ **Usuku** _____

Uzogcina unalokhu
Wonke ucingo olusebenzisa i-WhatsApp yebhizinisi lakho luvikelekile, nemithetho ye-WhatsApp abasebenzi bakho abangayilandela.

Yenza lokhu uphethe ucingo lwakho esandleni.

1. Vikela lonke ucingo olusebenzisa i-WhatsApp yebhizinisi

- **Ukuqinisekiswa ngezinyathelo ezimbili** (i-PIN enezinombolo ezi-6 oyikhethayo, edingeka uma inombolo yakho isethwa ocingweni olusha): Settings > Account > Two-step verification. Gcina i-PIN endaweni eyimfihlo, hhayi kuleli khasi noma engxoxweni.
- **Amadivayisi axhunyiwe** (amakhompyutha noma amathebulethi nawo angavula i-WhatsApp yakho, isb. i-WhatsApp Web): Settings > Linked devices. Phuma kunoma iyiphi ongayazi.

Yenza umugqa owodwa wocingo ngalunye. Maka isilungiselelo ngasinye uma sesenziwe.

Ucingo (lukabani)	Ukuqinisekiswa ngezinyathelo ezimbili kuvuliwe	Amadivayisi axhunyiwe ahloliwe	Ukukhiya isikrini kuvuliwe
isb. I-Samsung yami	Yebo	Yebo, kususwe i-laptop e-1	Yebo

2. Imithetho yethu ye-WhatsApp

Igama elijwayelekile noma isithombe sephrofayili akufakazeli ukuthi ubani othumela umlayezo. Isithombe-skrini senkokhelo singenziwa ngomgunyathi: i-akhawunti yakho yasebhange iwukuphela kobufakazi. Maka umthetho ngamunye uma bonke abaphendula amakhasimende sebewazi.

- **UHLU LOKUHLOLA**
  - ☐ Sikhipha impahla noma siqala umsebenzi kuphela ngemva kokuba imali **isingenile** (iyabonakala kubhalansi yethu yasebhange, ihlolwe ku-app yasebhange)
  - ☐ Sihlola ukuthi imali nenkomba kuhambisana ne-oda
  - ☐ Imali ebuyiselwa ku-akhawunti entsha, noma imininingwane emisha yasebhange yomhlinzeki: siqala ngokushayela enombolweni ebesivele sinayo
  - ☐ Asivuli izixhumanisi esingazilindele, ngisho zivela kumuntu esimaziyo
  - ☐ Sithumela amakhophi kamazisi, izitatimende zasebhange nezivumelwano kuphela ezinombolweni esizigcinile
  - ☐ Asilokothi sithumele ikhodi yokuqinisekisa noma i-OTP engxoxweni, ngisho kuthiwa "ukusekelwa kwe-WhatsApp"

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.

3. Gcina amarekhodi ngaphandle kwe-WhatsApp

Izingxoxo zingasuswa noma zigebengwe.

- **UHLU LOKUHLOLA**
  - ☐ Ngikhethe indawo eyodwa yokugcina amakhotheshini, ama-invoyisi, ubufakazi bokukhokha nemininingwane yasebhange yabahlinzeki (isb. ifolda ye-Google Drive noma ibhokisi lamafayela)
  - ☐ Ngigcine amakhotheshini nama-invoyisi ale nyanga lapho

Isinyathelo esilandelayo

Qedela ukusetha

Engizokwenza Gcwalisa noma yiliphi ibhokisi elingenalutho esigabeni 1 (isb. vula ukuqinisekiswa ngezinyathelo ezimbili ocingweni lwesisebenzi sami), bese ubonisa isigaba 2 kuwo wonke umuntu ophendula amakhasimende

Ubani _____

Kuze kube nini _____

Isikhathi sokukwenza kabusha

Hlola amadivayisi axhunyiwe kulo lonke ucingo olusesigabeni 1 kanye ngenyanga, nangosuku ucingo olulahleka ngalo noma isisebenzi esihamba ngalo.

Lo msebenzi uhlose ukufundisa kuphela. Akuyona iseluleko sentela, somthetho noma sezezimali. Imithetho nezidingo zingahluka ngohlobo lwebhizinisi nendawo. Buza isiphathimandla esifanele noma umeluleki oqeqeshiwe mayelana nesimo sakho.