Manual for Tour Operators on how to manually add your guests pictures to your business profile.
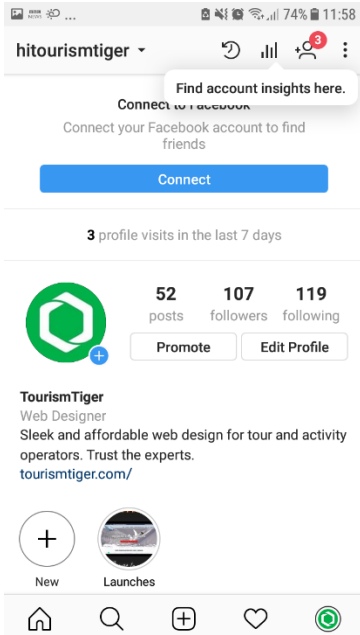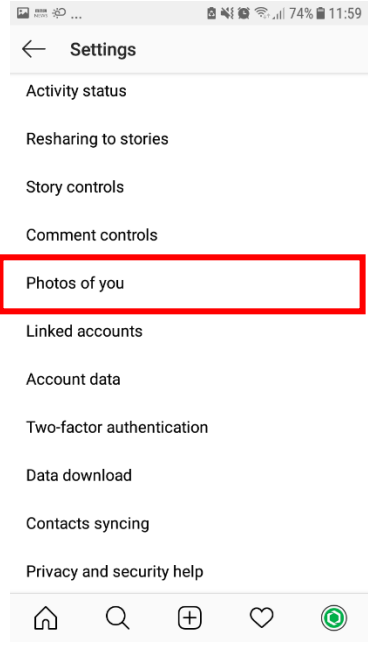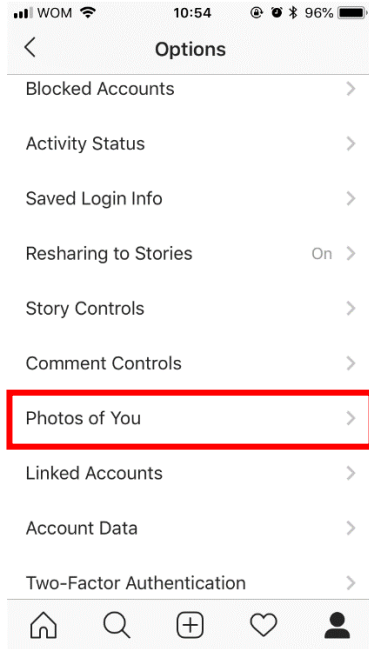
You can choose whether photos you're tagged in appear on your profile automatically or manually. When you choose to add photos manually, they'll appear on your profile only after you approve them. By default, when someone tags a photo or video of you, it will **automatically be added to your profile.**
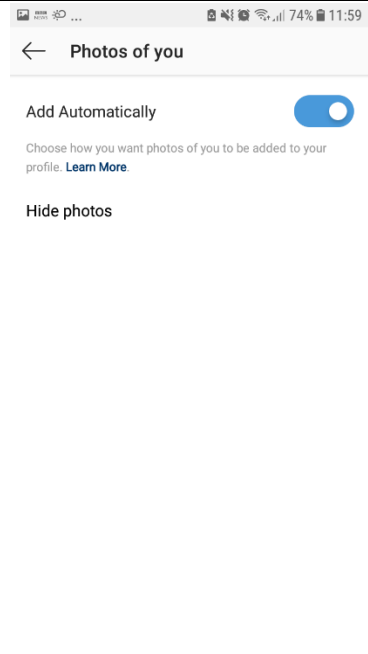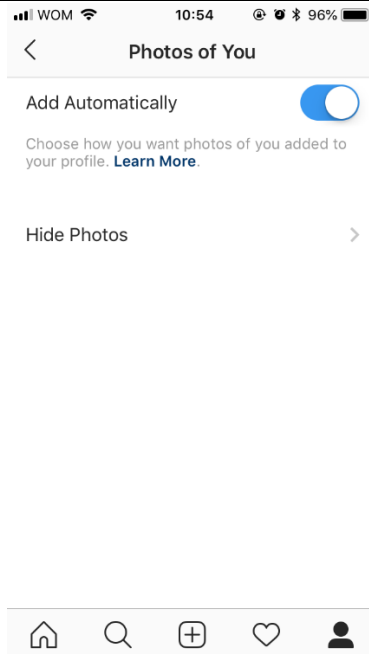
How to change it to Manually:

	iPhone	Android
To manually select the photos that appear on your profile: Go to your profile	Tap ⚙ 	Tap ⋮ in the top right

|		
Scroll down and select "Photos of you"	**Options** Blocked Accounts › Activity Status › Saved Login Info › Resharing to Stories On › Story Controls › Comment Controls › **Photos of You** › Linked Accounts › Account Data › Two-Factor Authentication ›	**Settings** Activity status Resharing to stories Story controls Comment controls **Photos of you** Linked accounts Account data Two-factor authentication Data download Contacts syncing Privacy and security help
Enable Add Automatically or Add Manually	**Photos of You** Add Automatically ⬤ Choose how you want photos of you added to your profile. **Learn More**. Hide Photos ›	**Photos of you** Add Automatically ⬤ Choose how you want photos of you to be added to your profile. **Learn More**. Hide photos

If you choose to add photos to your profile manually, you'll still be notified when someone tags you in a photo. To add that photo to your profile, tap on the photo, then tap your username and select Show on My Profile.	Tab photo> Tab your Username
- Click Show on my profile to show the picture on your profile. - Click Hide from my profile to hide the picture from your profile. To remove the picture and your username from the picture - Click More Options > Remove me from post	
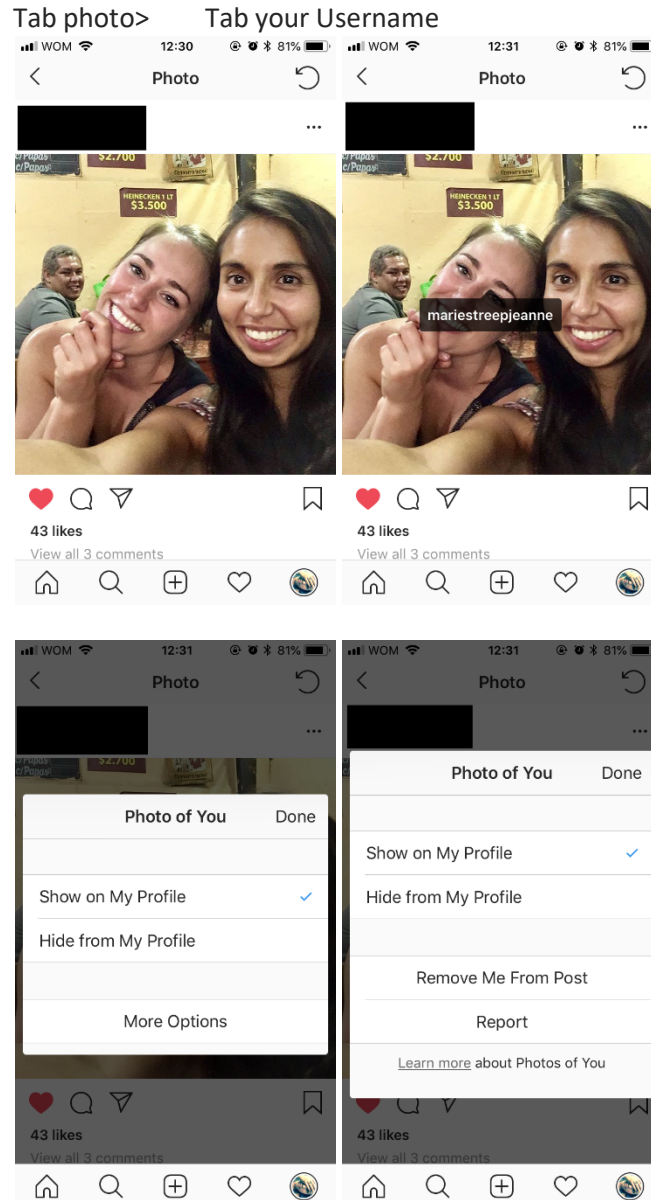
You can find more manuals on the Instagram webpage: https://help.instagram.com