

# 10 Days of Twitter

## Day 9 – Managing Information (Part 2)



@YSJTEL

**Deleting Tweets**  
**Saving Tweets**  
**Bookmarking Tweets**  
**Moments**  
**Twitter Archive**



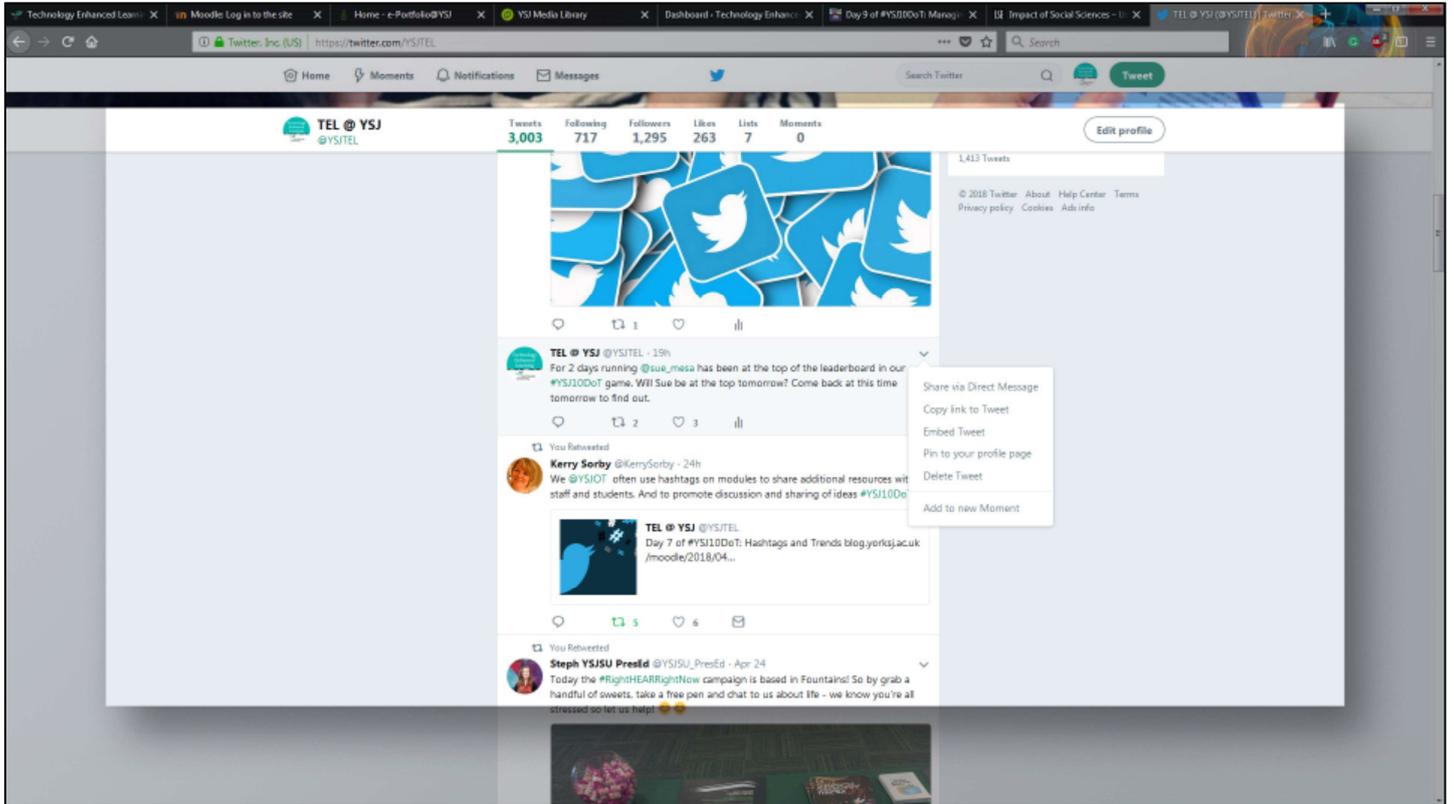
Twitter is ephemeral. Tweets are short, throwaway observations, which capture the present moment, flow past quickly and are succeeded by more recent and relevant ones. We've looked at a way to favourite tweets, but once you've done this, why would you want to keep a tweet?

# 1.

## DELETING TWEETS

You can delete any of your own Tweets from Twitter at any time.

You can delete any of your own Tweets from Twitter at any time. If you delete a Tweet, it will be reflected in your updated content on [twitter.com](https://twitter.com), Twitter for iOS, and Twitter for Android. Please note that you can only delete Tweets you have posted, you cannot delete Tweets from other accounts on your timeline. You can learn about what actions you can take to [control your Twitter experience](#).



### How to delete a Tweet

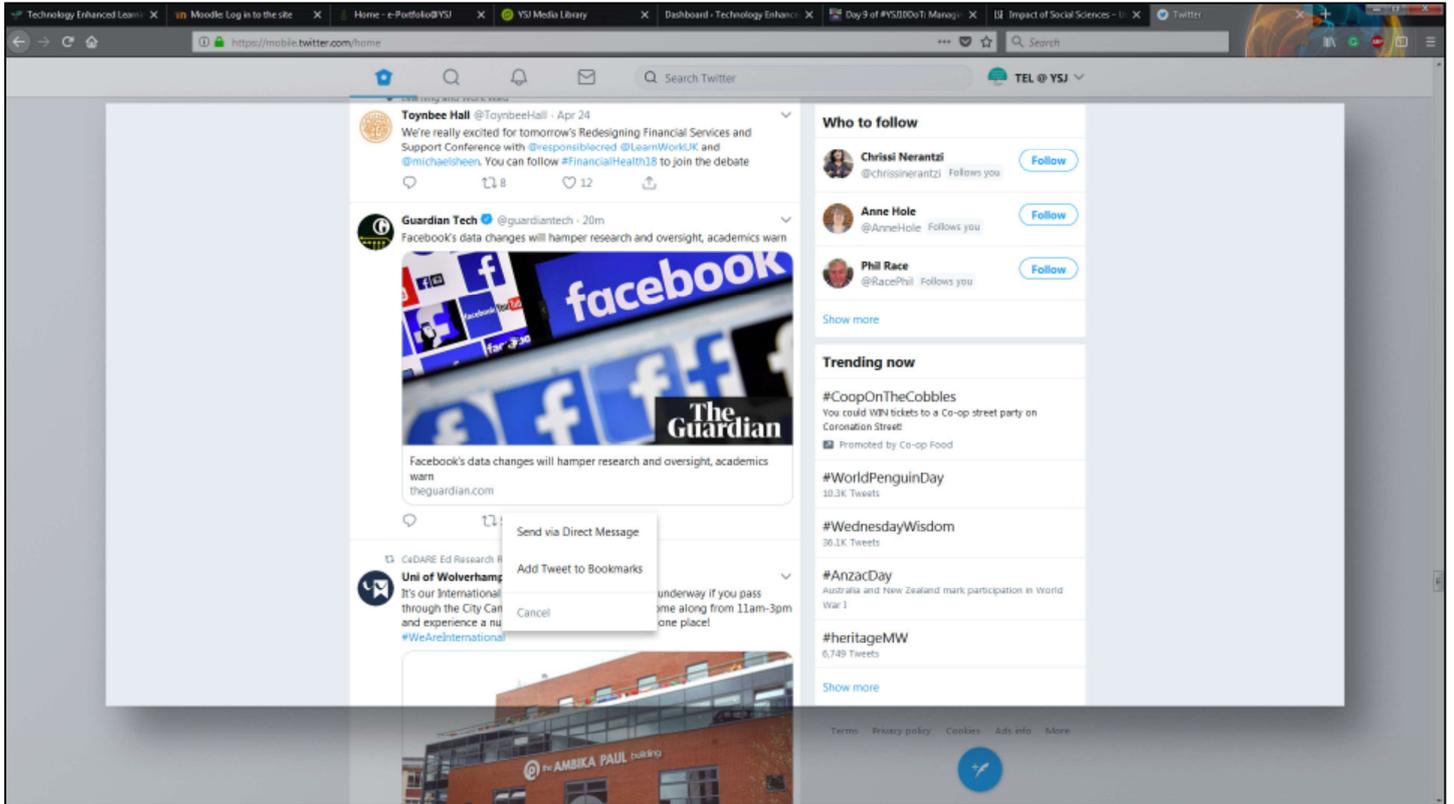
- Visit your **Profile** page.
- Locate the Tweet you want to delete.
- Click the 'More' icon
- Click **Delete Tweet**.

# 2.

## **BOOKMARKING TWEETS**

Bookmarks are an easy way to save Tweets for quick access later.

From articles and threads to videos and GIFs, timelines are packed with Tweets that you don't always have time to fully explore in the moment. Now you can save them for later.



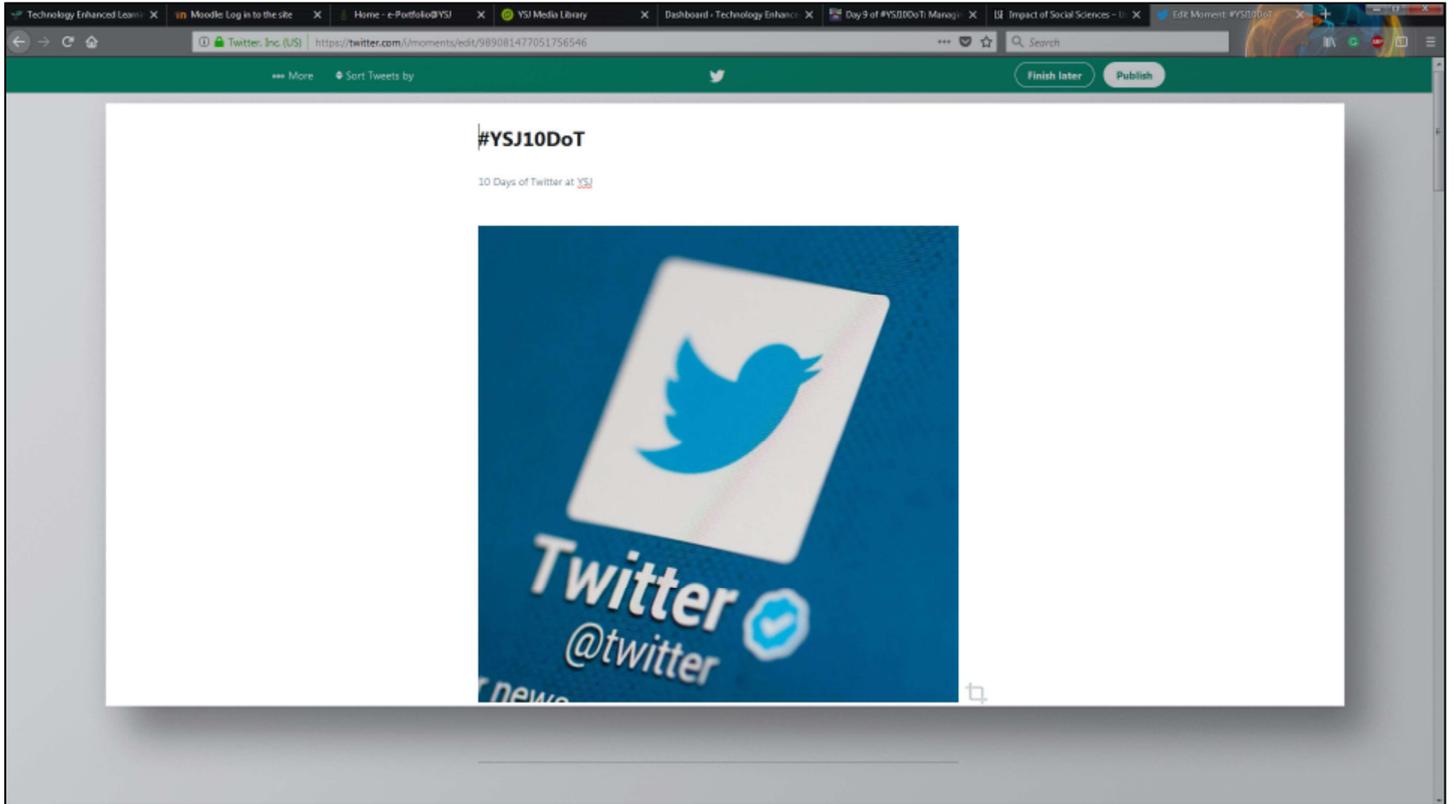
To bookmark a Tweet, tap the share icon under the Tweet and select, "Add Tweet to Bookmarks". To find it later, tap "Bookmarks" from your profile icon menu. You can remove Tweets from your Bookmarks at any time. Also, only you can see what you've bookmarked.

# 3.

## MOMENTS

Twitter Moments are curated stories about what's happening around the world - powered by Tweets.

Twitter Moments are curated stories about what's happening around the world—powered by Tweets. It's easy to create your own story with Twitter Moments.



#### From the Moments tab:

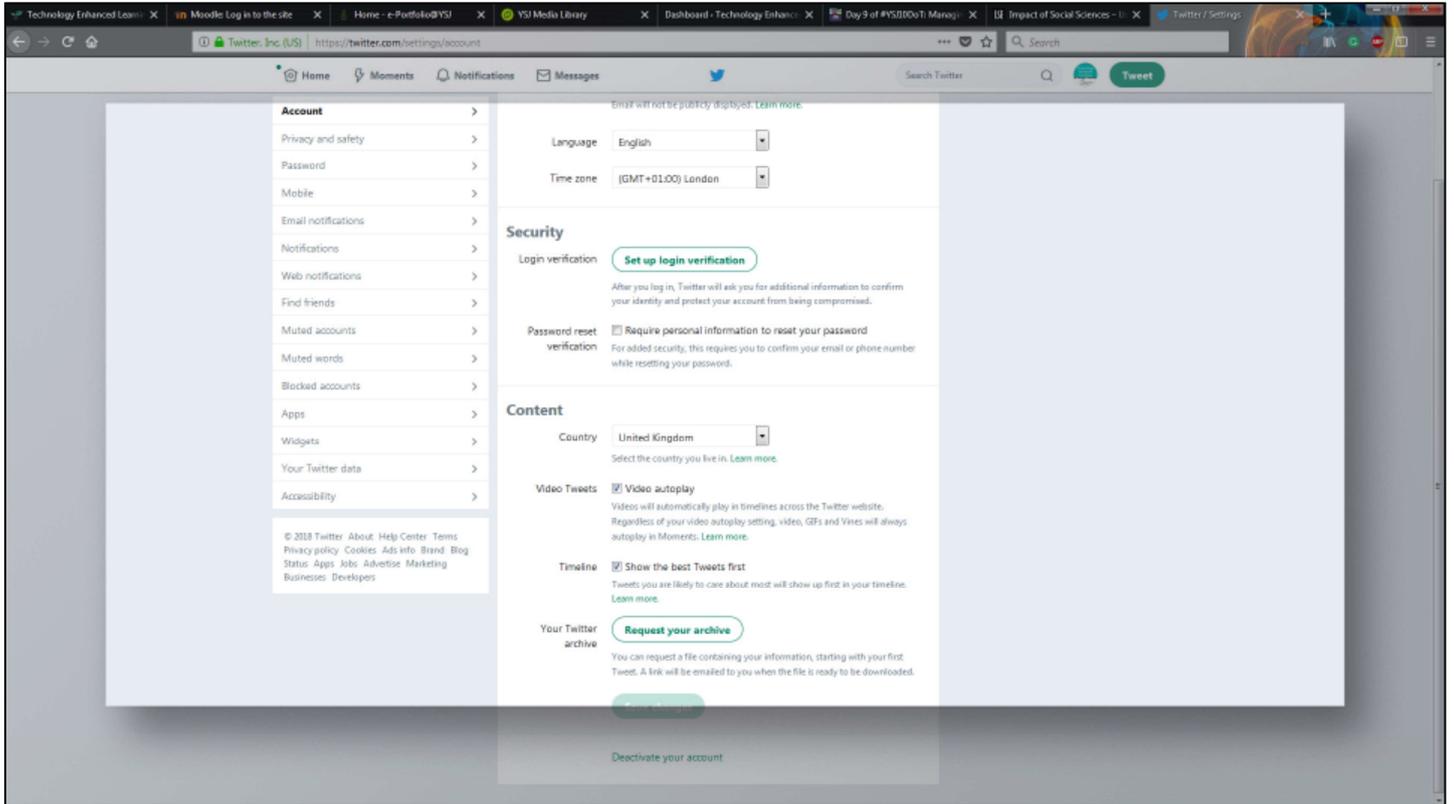
- From the **Moments** tab, click the **Create new Moment** button.
- Click the **Title your Moment** field to give your Moment a name.
- Click the **Add a description** field to type in a description for your Moment.
- Choose Tweets to add to your Moment:
  - From the **Add Tweets to your Moment** section at the bottom of the page, quickly access content to select Tweets from **Tweets I've liked**, **Tweets by account**, **Tweet link**, and **Tweet search** prompts.
  - To add a Tweet to your Moment, click on the **checkmark** icon
- Click **Set cover** to choose a cover image from one of your selected Tweets, or to upload an image from your computer. Drag your selected image to set a **Mobile preview**, click the **Next** button, then click the **Save** button. To change your selected image, hover over the cover image and click on Change cover media. After you've set your cover media, the source will be credited below the image.
- Once you have Tweets in your collection, click on the **up** or **down arrow** buttons to the right of a Tweet to move it up or down.
- Click on the **delete** button to remove a Tweet from your Moment.
- Click on the **crop** button next to any of your selected Tweets to make an image selection for mobile viewing.
- Click the **Finish later** button at the top of the page to save a draft.
- When you are ready to make your Moment live, click on the **Publish** button at the top of the page.

# 4.

## TWITTER ARCHIVE

Downloading your Twitter archive to allows you to browse a snapshot of your Twitter information, starting with your first Tweet.

If you want a copy of *all* your tweets, then Twitter can send you an archive of everything you've tweeted.



- Go to your [account settings](#) by clicking on the **profile icon** at the top right of the page and selecting **Settings** from the drop-down menu.
- Click **Request your archive**.
- When your download is ready, we'll send an email with a download link to the confirmed email address associated with your Twitter account.
- Once you receive the email, click the **Go now** button to log in to your Twitter account and download a .zip file of your Twitter archive.
- Unzip the file and click **index.html** to view your archive in the browser of your choice.



#YSJ10DoT

So there are a range of ways to stay on top of all the information that's being shared with you by the people you follow. **Choose one that looks useful to you**, and experiment with it! Let us know how you get on using the hashtag [#YSJ10DoT](#).