How to save evidence of online harassment safely

If you or anyone else is in immediate danger, call **999**. To report a crime that is not an emergency, call **101**.

1. Before you do anything else

- ☐ Do not reply to, argue with or retaliate against the person or account.
- ☐ Do not delete anything, even if it is upsetting. Capture it first.
- ☐ Capture first, report second. Reporting or blocking can make content disappear from your view.

2. What to capture for every item

- ☐ A full-screen screenshot showing the **date and time**, the **account name or handle** and, on a computer, the **web address (URL)**.
- ☐ The link to the post, review, profile or message thread. Copy and paste it into your log.
- ☐ For profiles, capture the profile page itself (name, handle, photo, joined date if shown).
- ☐ For long threads, take overlapping screenshots so nothing is missed between them.
- ☐ For emails, keep the original email (don't just screenshot it). Save it as a file if you can, so the full details are kept.
- ☐ For voicemails, videos or voice notes, save the original file.
- ☐ For reviews, capture the review, the reviewer's profile and any reply.

3. How to store it

- ☐ Keep originals exactly as they are. Don't crop, edit, draw on or rename them in a way that loses the date.
- ☐ Make a folder per platform (for example: Facebook, Google reviews, Email, WhatsApp).
- ☐ Keep at least two copies: one on your device and one backed up somewhere private that only you can open.
- ☐ Use a strong, unique password and two-step sign-in on the accounts where you store evidence.
- ☐ Record each item in an evidence log (see our free Evidence log template).

4. Look after your accounts

- ☐ Check privacy settings and who can see your posts, friends list and contact details.
- ☐ Change passwords if you think anyone else has had access, and turn on two-step sign-in.
- ☐ Check for unfamiliar logins, devices, email forwarding rules or recovery details on your accounts.

5. Reporting

- ☐ Use each platform's own report tools once your evidence is saved, and screenshot the report confirmation.
- ☐ Threats, stalking, blackmail or harassment can be crimes. Report them to the police on 101 (999 in an emergency).
- ☐ Keep every reference number you are given, and write it in your log.

Things not to do: don't create fake accounts to watch the person, don't hack or access anyone else's accounts, don't publish your evidence online, and don't pay anyone who threatens you without first

speaking to the police.

DigiEvidence is not the police, not an emergency service and not a law firm. This guide is general information, not legal advice. In an emergency call 999. Checked 23 November 2026.