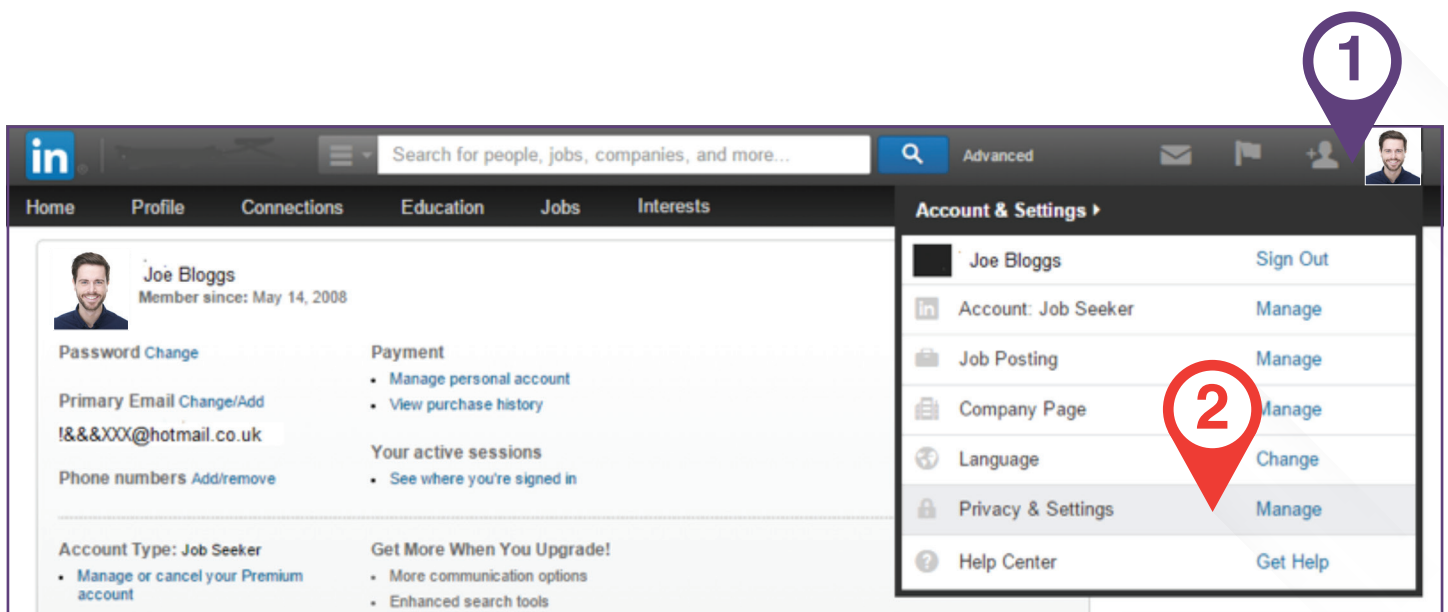




Now that you have opened a LinkedIn account, you may be asking yourself:

- How much of my profile is public?
- Can people see if I have looked at their profile?
- Who can see what my account activities are?

This guide will give you a quick overview of how to control your privacy settings, but there is in-depth advice to be found in the LinkedIn helpcenter and it's a good idea to have a look now and then to make sure you are up-to-date.



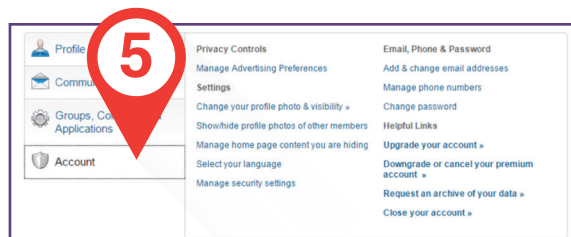
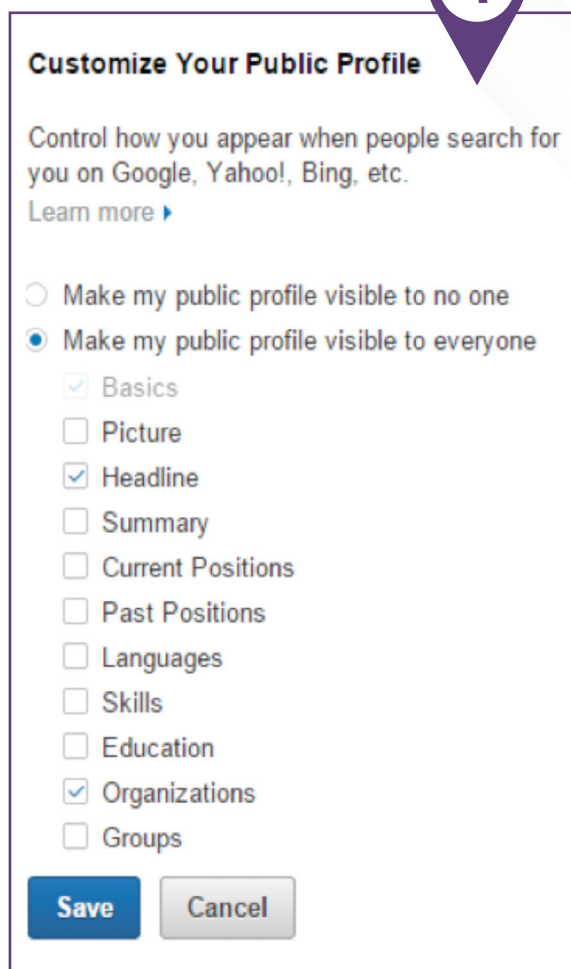
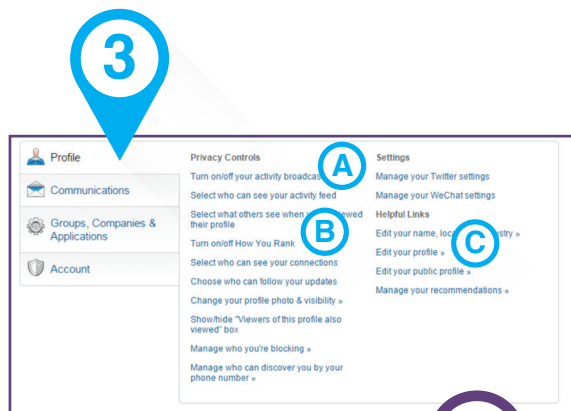
ACCOUNT & SETTINGS

To access your LinkedIn Privacy settings, click on your profile image in the top right hand corner. This will bring up a drop down box with a menu



PRIVACY & SETTINGS

Click on Manage and you are taken to the next screen.



PROFILE

The first tab 'Profile' includes a number of settings, exploring them is easy as they come with good explanations when you click on them. The following settings are worth paying attention to:



Turn on/off your broadcast activities: this setting allows you to control whether or not your connections are updated when you change your profile, make recommendations or follow a company. If you are looking for a job and you don't want your present employer to see you are updating your profile, it may be a good idea to turn this broadcast off.



Select who can see your activity feed: your activity feed displays the actions you have performed on LinkedIn. You can control whether you want those actions broadcast to Everyone (meaning everyone on LinkedIn), your Network (your first, second and third degree connections), your connections (first degree connections) or only you. Consider carefully what is right for you. You can change your settings as often as you like.



Edit your Public Profile: When you create a profile on LinkedIn, a public version of your profile with basic information is published to the LinkedIn member directory. Search engines like Google and Yahoo periodically review the member directory for new and updated public profile information to show in their search results. This makes your profile searchable on the web.



CUSTOMISE YOUR PUBLIC PROFILE

You can control how much or how little you want to appear in search engine results. The drop down menu shows you can decide that you do not wish for your profile to come up in search engine results or that you DO want your profile to come up – but you can control how much is visible. You may not want to show a photo or your summary – the tick boxes allow you to customise the view. Please consider carefully what is going to be appropriate for you.



ACCOUNT

The next box to look at under security and settings is Account. In this setting you can change your email address, upgrade your account, change your profile photo and much more. This is also the setting you go to, should you wish to close your LinkedIn account.