



How to Change Your Privacy Settings on Instagram

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Instagram is a great way to share photos with the world and our network, but like all social platforms your privacy can be compromised if you don't take the right precautions. Adjusting privacy settings is important because it can allow you to filter your information based on what you want to share, when and with whom. Here we'll guide you through the process of securing your Instagram account.

Make Your Instagram Account Private

This takes a matter of minutes, but it can make a significant difference to your privacy. Here is how to set your Instagram account to private (these steps may be subject to change as and when Instagram updates its service):

- 1.** Open **Instagram**. In the bottom-right corner, tap the avatar to get to your profile. On the next screen, tap the three lines in the upper-right corner.
- 2.** Then select **Settings**.
- 3.** Choose **Privacy**.
- 4.** On the following screen, you should see an option called **Account Privacy**. Tap that.
- 5.** You will see a single toggle. Once your privacy setting is switched to 'Private', **all the posts on your Instagram profile will become hidden** to everyone except those who already follow you.
- 6.** New followers can request to follow you, at which point you will be notified and given the option to accept or decline.



Turn off Your Social Sharing Settings

Your Instagram may have enabled automatic sharing to other social platforms such as Facebook. To get to your social sharing settings, open Instagram and click on the avatar in the bottom-right corner. Then click on **Settings > Account > Linked Accounts**. Choose Facebook, and you will see a toggle that allows you to turn the automatic sharing function on or off.

Avoid Displaying Your Location

Whether your profile is set to public or not, avoid displaying or sharing your location. Displaying your location broadcasts your GPS coordinates and includes a time stamp, letting anyone know where you are at any given time. To hide this information, **remove the location tag** before posting or choose **not to select a location** if there's an option to do so. It's on the same screen where you write a caption for your photo.



Stop Your Profile Appearing in “Suggested” Lists

Have you ever wondered how random people find you on Instagram? The app offers suggestions, saying, “We think you might know this person — follow them!” with your picture right there for everyone to see. Thankfully, there is a way to opt-out of these suggestions.

- 1.** Log in to **Instagram** using a browser like Chrome or Safari. The easiest way to do this is on your Mac or PC.
- 2.** Go to your **profile** and click on the circle with your profile pic in the upper right.
- 3.** Click **Edit Profile**.
- 4.** Uncheck the box next to **Similar Account Suggestions**. Next to it is the text, “Include your account when recommending similar accounts people might want to follow.”
- 5.** Click **Submit**. You will no longer show up as a suggestion to people you may (or may not) know.

