To customize your IAAO Connect Privacy Settings, please follow the guide below. For additional resources please visit the IAAO Connect FAQ Page, or email Connect@iaao.org.

**Step 1**

To control your Privacy Settings start by clicking the drop down arrow to the right of your profile picture/icon, this can be found in the very top right of the page, and select Profile.

**Step 2**

From your Profile page, select My Account from the menu options, then click Privacy Settings.
Step 3

Review all the demographic/profile options that are listed in the left-hand column. You may choose who/how each piece of information is shared using the corresponding drop-down menu to the right of the field name. Your options include My Contacts, Members Only, Public and Only Me. My Contacts means that piece of information can only be viewed by a member who you’ve accepted a Contact request from, or you’ve sent a Contact Request to, and it was accepted. Think of it like a social media “friend request”. Selecting Members Only means that piece of information can be viewed by any IAAO member. Selecting Public means there are no restrictions on viewing that piece of information. Choosing Only Me essentially is hiding that piece of information, as you will be the only one who can see it.

Note: Making these selections will only impact your demographic information in IAAO Connect, it will not have an impact on your standard IAAO Profile.