## Your Digital Footprint in DiscoverResearch

Your profile is completely in your control. You can log into <u>Elements</u>, the backend to <u>DiscoverResearch</u>, to hide certain pieces and/or completely remove your profile with a quick toggle.

## To make your entire profile public or private:

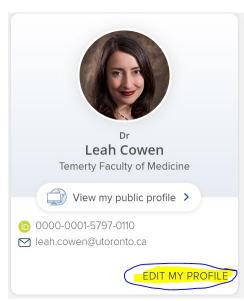
Start by logging into <u>Elements</u>. From there, click on **Edit My Profile** beneath your picture.

From there, adjust the Change profile privacy level toggle to your desired setting.

<u>Elements</u> will sync with the public <u>DiscoverResearch</u> site in about **five minutes**. Make sure to refresh your <u>DiscoverResearch</u> browser to see the change.

You can always change this again in the future.





## To make certain pieces of your public profile internal:

You can also use Elements to keep a public profile and manage what content is displayed publically.



To change the privacy level of sections/items, just click on the privacy button next to the item and adjust accordingly.

Make sure to click **Save** to keep the privacy change.

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For more information, visit our <u>Community Site</u> or contact <u>discover.research@utoronto.ca</u>

Match profile level 🗸

We're here to help and answer any questions you may have.