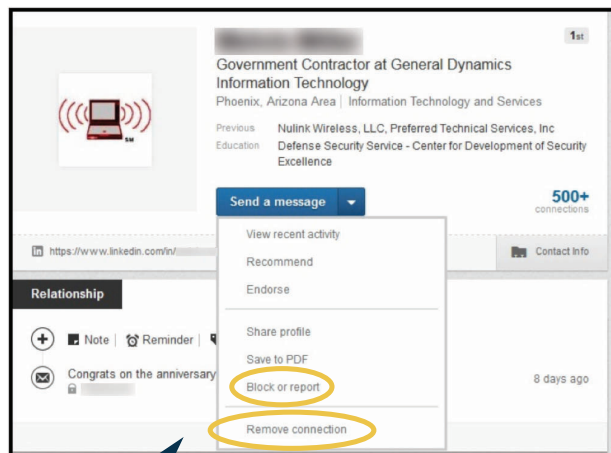


## Block or Remove Connections:



While viewing a connection's profile, you have several options. You may block or remove a connection by selecting the down arrow on their profile page and selecting "Block or Report", or "Remove Connection".

### Note:

Social Media helps us keep in touch with friends, family, and colleagues. It is important to maximize security settings to keep outsiders from obtaining your personal information.

The recommendations in this brochure are based on the settings available at the time of this publication. These settings are not a guarantee of security or safety; caution should be exercised whenever using social media services.

## Social Media Smart Card

### Security in an Insecure World

## Security Tips

- To ensure your information is protected, always access LinkedIn via <https://www.linkedin.com> or use LinkedIn's mobile application.
- Remember that adversaries can use LinkedIn, too, and not everyone is who they say they are. Be careful what information you share online.
- Practice good password hygiene. Change them every few months and don't reuse ones from other sites. Make sure they're complex and hard to guess.
- Be wary of links, especially ones in unsolicited messages. Keep your computer's anti-virus up to date and don't click on untrusted URLs.
- Generic photographs? Incomplete profile? Odd wording in message? Be on the lookout for fake profiles trying to connect with or message you.
- Report scammers, spammers, and fake accounts to LinkedIn. Doing that helps keep the site safer for everyone.

[www.cdse.edu](http://www.cdse.edu)



## Stay Connected



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# LinkedIn®

Center for Development  
of Security Excellence

# CDSE

REV SEP 2016

# Privacy & Settings >> ACCOUNT

For maximum security, while using LinkedIn, it is recommended to change the following settings:

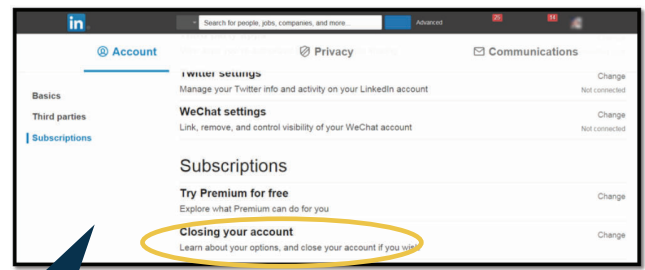
Setting	Path to Get You There	Recommendation
Email Addresses	Privacy & Settings > Account > Basics	Only provide one email address to limit personal information available
Phone numbers	Privacy & Settings > Account > Basics	Provide a phone number to enable two-step verification
Change password	Privacy & Settings > Account > Basics	Follow secure password practices by changing your password once a month, using a mix of letters, numbers, and characters
Name, location, and industry	Privacy & Settings > Account > Basics	Please be aware of the information you are giving out
Where you're signed in	Privacy & Settings > Account > Basics	Review this setting frequently to help detect unauthorized access to your account
Third Party Apps	Privacy & Settings > Account > Third Parties	Review and limit third party apps
Twitter Settings	Privacy & Settings > Account > Third Parties	Do not allow data sharing with Twitter if you don't intend for your information to be shared through both services
WeChat Settings	Privacy & Settings > Account > Third Parties	Do not allow data sharing with WeChat, if possible
Try Premium for Free	Privacy & Settings > Account > Subscriptions	Your personal preference, but there may be a fee later
Closing your account	Privacy & Settings > Account > Subscriptions	Do this if you suspect your account or identity has been hacked or compromised

# Privacy & Settings >> COMMUNICATION

For maximum security, while using LinkedIn, it is recommended to change the following settings:

Setting	Path to Get You There	Recommendation
Email Frequency	Privacy & Settings > Communications > Basics	Set to "Off" to eliminate e-mails you receive from LinkedIn
Who can send you invitations	Privacy & Settings > Communications > Basics	Set to "Only people who know your email address or appear in your 'imported contacts list'"
Messages from members	Privacy & Settings > Communications > Basics	Set to "Introductions Only" to limit messages you get from other members and to avoid phishing attempts
Group invitations	Privacy & Settings > Communications > Basics	Set to "No" unless you want to receive invitations to join groups. Be cautious of the groups you join
Group notifications	Privacy & Settings > Communications > Basics	Set to "No" so your network will not be notified when you join a group
Participate in research	Privacy & Settings > Communications > Basics	Set to "No" so you will be exempt from receiving invitations to participate in research
Partner InMail	Privacy & Settings > Communications > Basics	Set to "No" to eliminate unsolicited email from LinkedIn partner companies

## Closing Your Account



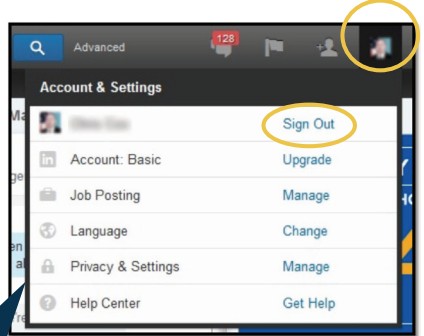
If you no longer want your LinkedIn account, or suspect it has been hacked, you may close your account under:  
Account and Settings > Privacy & Settings > Account > Subscriptions

# Privacy & Settings >> PRIVACY

For maximum security, while using LinkedIn, it is recommended to change the following settings:

Setting	Path to Get You There	Recommendation
Two-Step Verification	Privacy & Settings > Account > Security	Set to "on" to verify login attempts and to sign out of other places you may be signed in
Sharing Profiles Edits	Privacy & Settings > Account > Profiles Privacy	Set to "No" to avoid notices to your network when you make a profile change
Notifying connections when you're in the news	Privacy & Settings > Account > Profile Privacy	Set to "No" to prevent connections and followers from knowing when you are mentioned in the news
Who can see your connections	Privacy & Settings > Account > Profile Privacy	Determine your privacy settings based on best security practices and your intended audience
Profile viewing options	Privacy & Settings > Account > Blocking and Hiding	Control what others see about you when you've viewed their profile
Followers	Privacy & Settings > Account > Blocking and Hiding	Control who can follow you and see your public updates

## Sign Out



Always make sure to sign out when you are done, especially when using a shared computer.