LinkedIn Privacy and Security Guide:

Your Cheat Sheet Check List
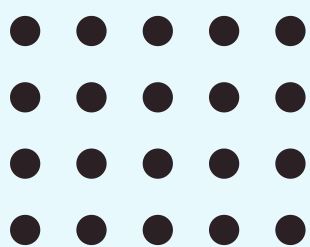
You should always stay informed about LinkedIn's privacy policies and features. You should also regularly review your settings to ensure they align with your comfort level and professional goals. Adjustments may be necessary as your career evolves. As such, here are the best practices for maintaining privacy and security on LinkedIn, including settings, visibility controls and strategies for managing your online professional presence.
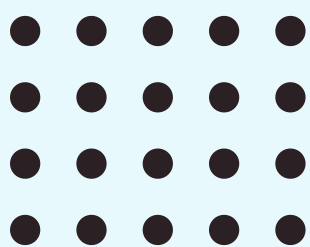
Profile Privacy Settings

Profile Visibility

☐ Adjust your public profile visibility settings based on your comfort level. You can control what others see when they're not logged into LinkedIn.

Profile Photo Visibility

☐ Choose who can see your profile photo. Generally, it's recommended to make it visible to your connections.

Connections

☐ Decide who can see your connections. You can choose to make them visible only to your connections or keep them private.

Sharing Profile Edits

☐ Choose whether to notify your network when you make changes to your profile. This can be adjusted in the settings.

Profile Viewing Options

☐ Decide whether you want others to see when you view their profile. You can adjust this in the privacy settings.

Network and Connection Settings

Connection Requests

☐ Be cautious about accepting connection requests from individuals you don't know. Verify profiles and connections before accepting requests.

Followers

☐ Control who can follow you on LinkedIn. You can choose to allow everyone or only your connections to follow you.
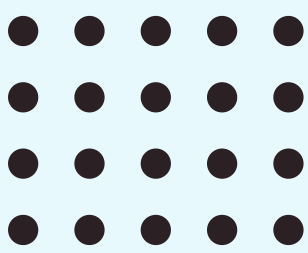
Message Preferences

☐ Adjust who can send you messages on LinkedIn. You can limit messages to your connections or extend it to everyone.

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Content and Posting Privacy

Activity Broadcasts
☐ Choose whether to share your activity broadcasts. You can adjust this setting when making updates to your profile.

Post Visibility
☐ Set the audience for your posts. You can choose to share with everyone or specific connections.

Recommendations and Endorsements

Endorsement Suggestions
☐ Control who can suggest endorsements for you. You can limit it to your connections or open it to everyone.

Manage Recommendations
☐ Review and manage the recommendations on your profile. You can hide or show them based on your preference.

Privacy While Job Searching

Job Application Settings
☐ If you're actively job searching, be mindful of your job application settings. You can choose whether to notify your network about your job-seeking activity.

Security Best Practices

Secure Password
☐ Use a strong and unique password for your LinkedIn account. Change it regularly.
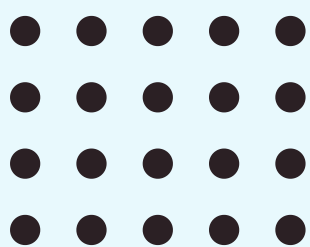
Two-Factor Authentication (2FA)
☐ Enable two-factor authentication for an extra layer of security.

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Device Security
   □ Ensure that the devices you use to access LinkedIn are secure. Use secure networks and keep your devices updated.

Regular Privacy Checkup
   □ Periodically review and update your privacy settings on LinkedIn. Settings and features may change, so it's essential to stay informed.

Phishing Awareness
   □ Be cautious of phishing attempts. LinkedIn will not ask for sensitive information through messages. Verify the authenticity of any communication.

Third-Party Applications
   □ Review and revoke access to third-party applications that have access to your LinkedIn account. Only use trusted applications.

Log Out from Shared Devices
   □ Always log out from shared or public devices to prevent unauthorized access.