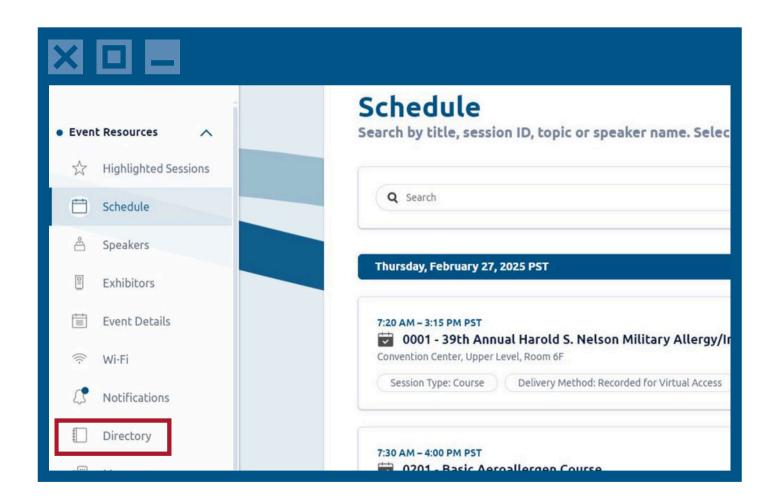# ONLINE PLANNER

Instructions to Opt-Out of Social Directory

On the side Menu bar, click Directory.

In the Directory section, click "Directory Preferences" on the top right.

Here, you can choose to turn OFF any social participation options you would like.