Your Digital Footprint in DiscoverResearch

Your profile is completely in your control. You can log into Elements, the backend to DiscoverResearch, to hide certain pieces and/or completely remove your profile with a quick toggle.
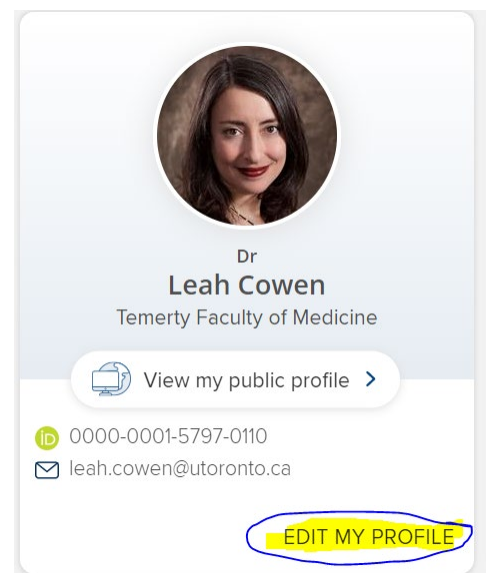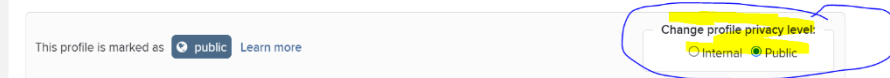
To make your entire profile public or private:

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

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

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

You can always change this again in the future.

Dr Leah Cowen (Edit mode)

This profile is marked as 🌐 public   Learn more

Change profile privacy level:
○ Internal ● Public

Dr
Leah Cowen
Temerty Faculty of Medicine

🖥 View my public profile >

🆔 0000-0001-5797-0110
✉ leah.cowen@utoronto.ca

EDIT MY PROFILE

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.

🌐 public

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

Privacy: [Match profile level ⌄]   ✔ Save   ✖ Delete   Cancel

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

Elements will sync with the public DiscoverResearch site in about **five minutes**. Make sure to refresh your DiscoverResearch browser to see the ch
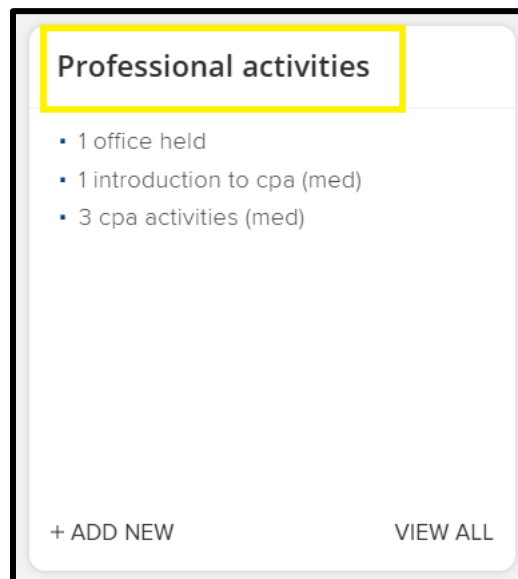
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For more information, visit our Community Site **or contact** discover.research@utoronto.ca

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

Elements Managing Privacy Settings on Infotypes

1. Log into your Elements Profile on the Discover Research page.
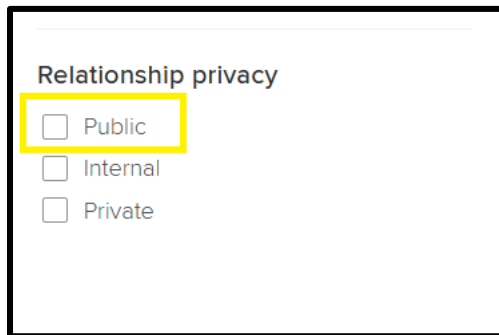   https://discover.research.utoronto.ca/

2. Click on the Professional Activities heading

3. Scroll down the page until you see the "Relationship privacy" and click "Public"
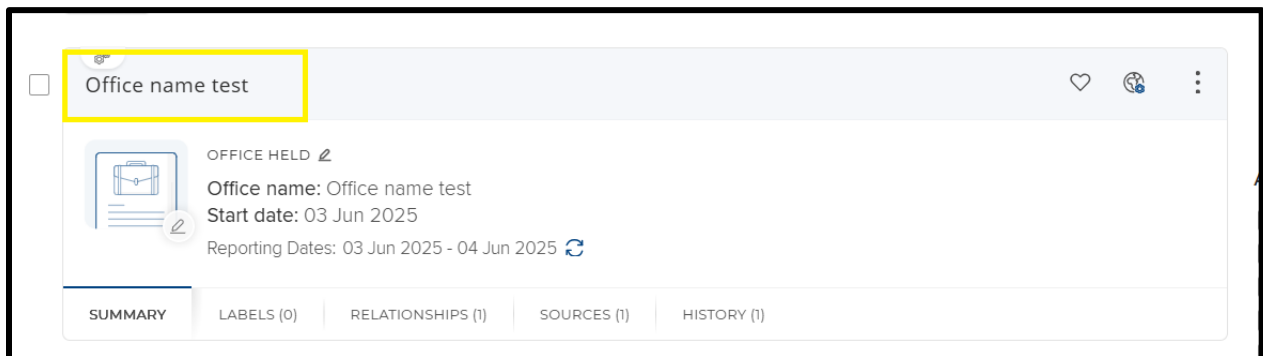

Relationship privacy
☐ Public
☐ Internal
☐ Private

The page will be updated with all records that are public.

4. Click on the heading of the activity

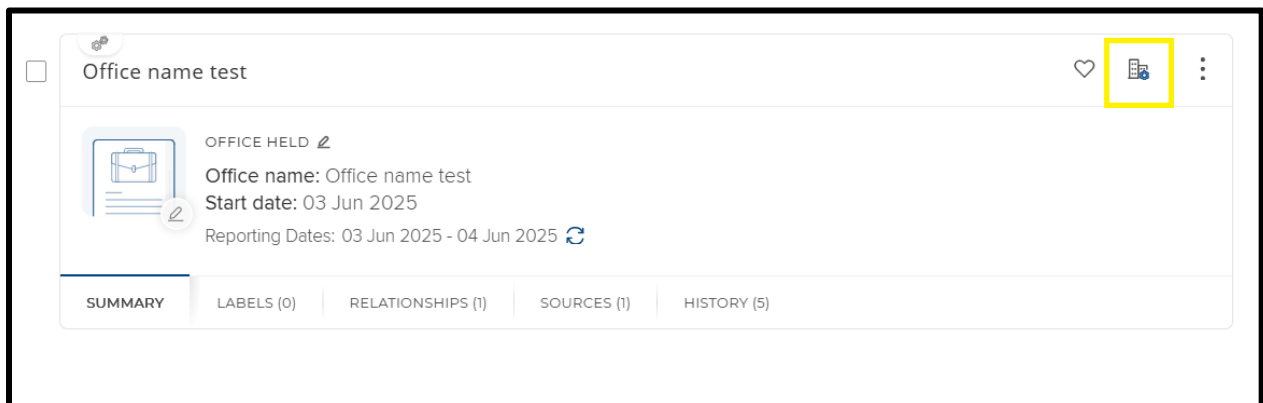☐ Office name test   ♡ 🌐 ⋮

OFFICE HELD 🖉
Office name: Office name test
Start date: 03 Jun 2025
Reporting Dates: 03 Jun 2025 - 04 Jun 2025 ⟳

SUMMARY | LABELS (0) | RELATIONSHIPS (1) | SOURCES (1) | HISTORY (1)

5. Click on the "Manage Privacy Settings" button

☐ Office name test   ♡ 🏢 ⋮

OFFICE HELD 🖉
Office name: Office name test
Start date: 03 Jun 2025
Reporting Dates: 03 Jun 2025 - 04 Jun 2025 ⟳

SUMMARY | LABELS (0) | RELATIONSHIPS (1) | SOURCES (1) | HISTORY (5)

6. Change the Professional activity privacy setting to either "Private" or "Internal"

You will see that the privacy icon has been changed to match the privacy setting that you have selected.

If you reset the "Relationship privacy filter" to "private" your record will appear on this list.

END