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## Disable Microsoft Office 365 Recommended Feed

Brian - 2024-01-30 - Email and Collaboration

Follow these steps to disable the Recommended Feed in your FAU provided Office 365 apps and experiences.

**NOTE: It may take a few hours or days before you stop receiving file recommendations.**

Open a browser and copy this link, or click on it:

<https://learn.microsoft.com/en-us/graph/item-insights-overview>

Click on Item Insights to expand it, then turn off the Allow Item Insights switch as shown below

The screenshot shows the 'Settings & Privacy' page in Microsoft Office 365. The 'Privacy' tab is selected. Under 'Data options', there are three expandable sections: 'Microsoft Search History', 'Manage Contact Search', and 'Copilot interaction history'. Under 'Services', the 'Dynamics 365 applications' section is expanded, and the 'Item insights' section is also expanded. A yellow warning banner at the top of the 'Item insights' section reads: 'You've turned off this feature. You'll stop receiving recommendations, and your collaboration won't be used to calculate recommendations to those you work with.' Below this, explanatory text states: 'When this feature is on, your collaborative work in Microsoft 365 helps to calculate which content is recommended to you and to those you work with. For example, recommendations might show up as documents or SharePoint sites in profile cards, Delve, Office.com, and other locations.' A link 'Learn more about item insights.' is provided. At the bottom, the 'Allow item insights' toggle is shown in the 'Off' position.