



The first thing I do with any app? Change Settings.

LEVEL 1 · CLAUDE AI

A customized Claude AI, for everyone.

4 settings to change on day one.

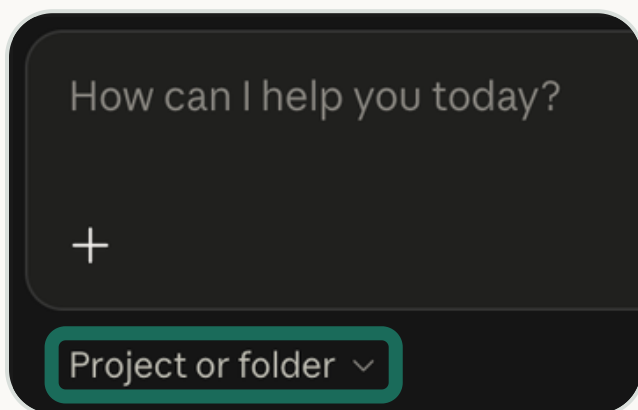
PART 1 OF 4 · PRIVACY

GETTING STARTED

Same account, same data.



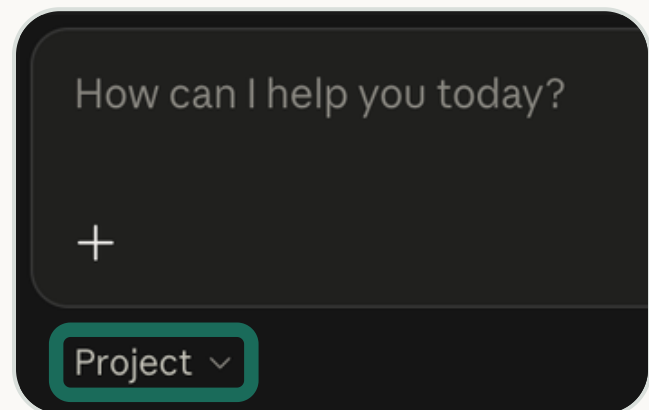
Claude
desktop app



VS



claude.ai
browser



 *When I'm not building with Claude Code, I live in the desktop app. I use claude.ai when I want to run several conversations at once, one per tab. On my phone, it's the iOS app.*

⚠ HEADS UP

Working on files on your computer only works with a **paid plan** in the **desktop app**.

GETTING STARTED

Get the desktop app.

claude.com/download

Access all of Claude on desktop and mobile.

 **macOS**

 **Windows**



Mobile

Scan to get the Claude app, or visit claude.ai/mobile on your phone.

 *Even if you live in your browser, I suggest installing the app; it's the only way it can work on your local files.*

⚠ HEADS UP

Free accounts can chat with Claude. **Claude Code** and **Claude Cowork** need a paid plan; any paid plan works.

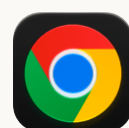
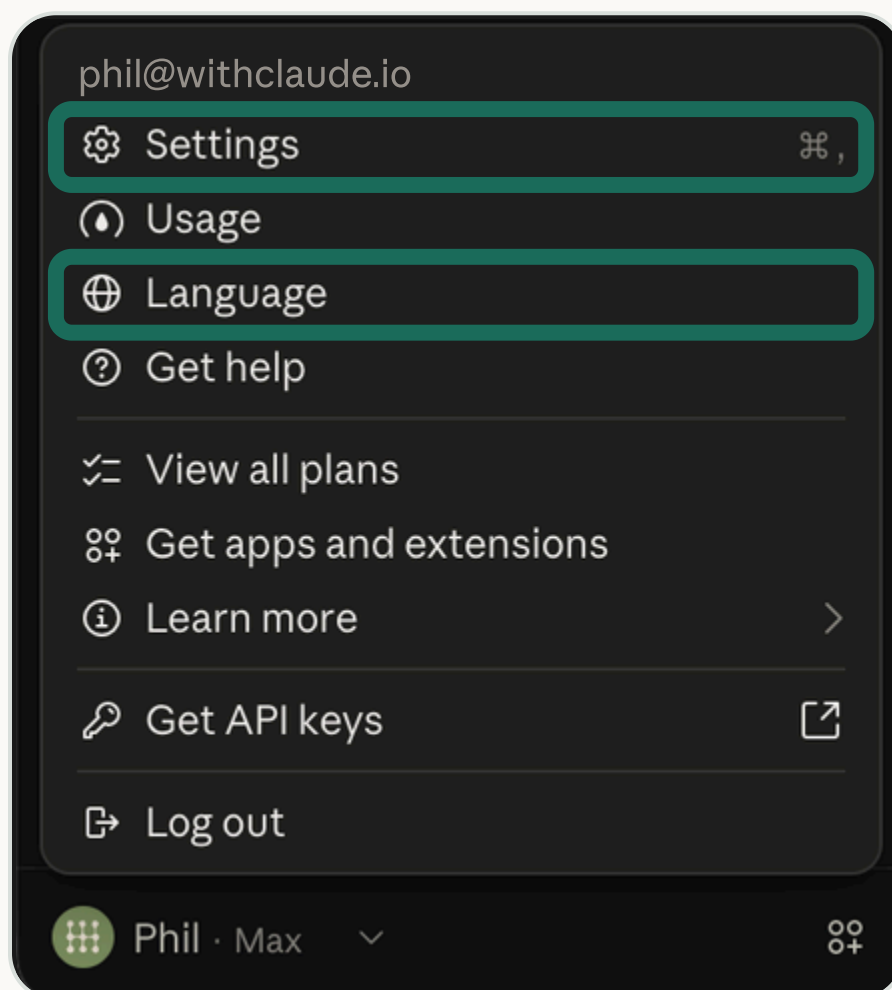
FIND SETTINGS

Where to find Settings.

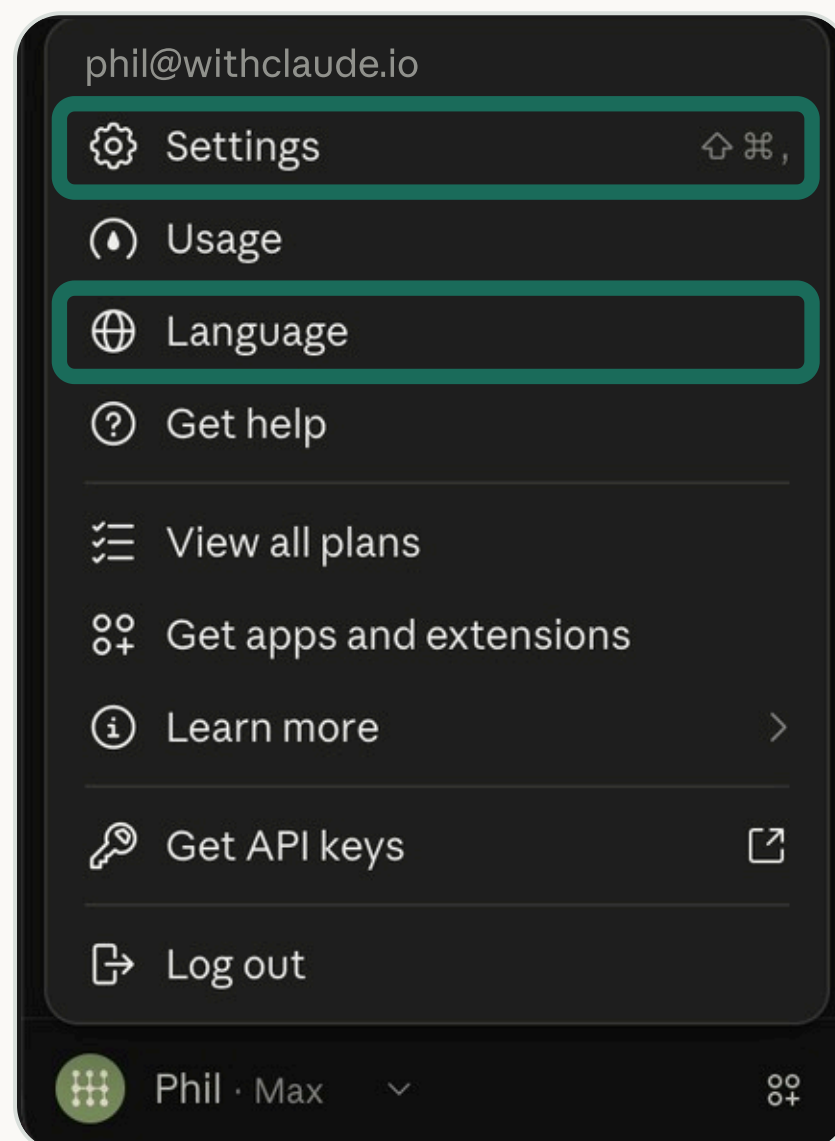
Profile button, lower left. Settings and Language are both in that menu.



Claude
desktop app



claude.ai
browser



4 things to set first.

1 Privacy

Model training

2 Memory

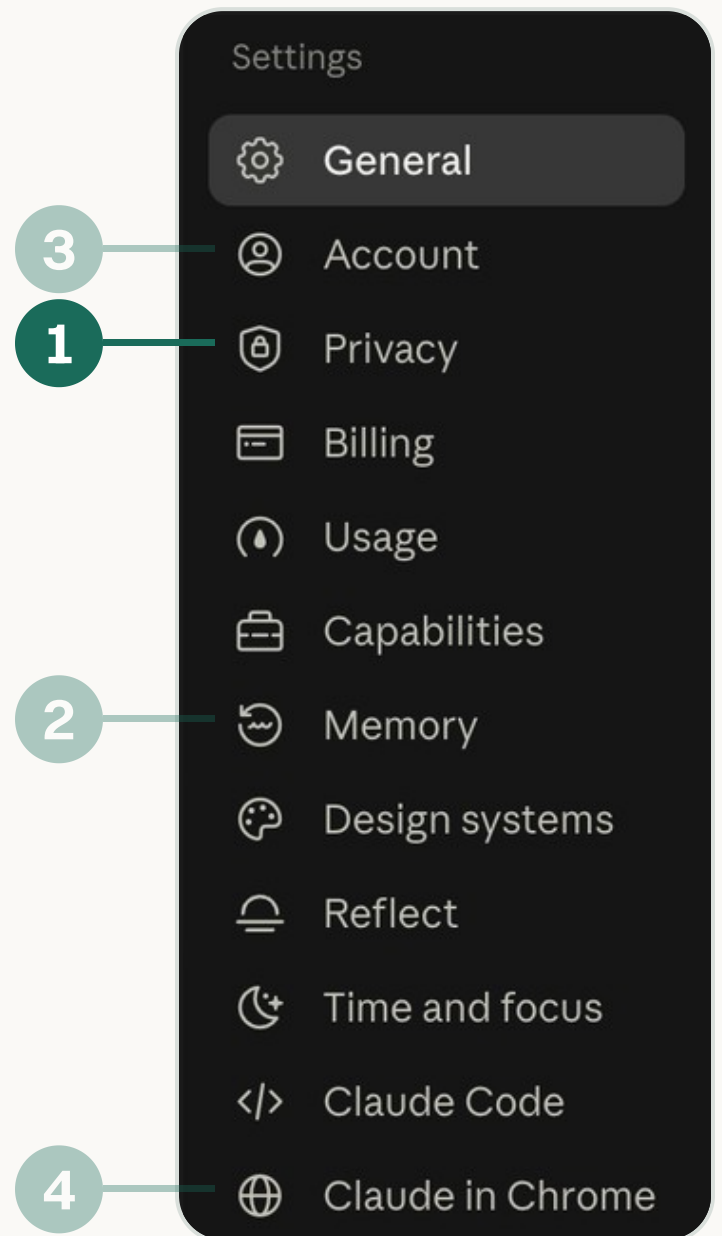
What it remembers

3 Account

Instructions for Claude

4 Claude in Chrome

Your browser



In this order: **Privacy** before you type anything, and **Memory** before the about-you prompt in part 3, so Claude learns from that chat too.

Decide on model training.

[Settings](#) >  [Privacy](#)

Help improve our AI models

Allow the use of your chats and coding sessions to train and improve Anthropic AI models.

OFF



 *I always turn this off, for privacy. If you put client work in Claude, I'd definitely keep this off.*

HEADS UP

Turning it off covers new chats and sessions only. **Data from previous sessions will not be removed.**

Decide on location metadata.

Settings >  Privacy

Location metadata

Allow Claude to use coarse location metadata (city/region) to improve product experiences.

OFF



Turn it on if you want local recommendations, like a new Indian restaurant near you. If you don't care about that, leave it off.

How Anthropic uses and protects your data.

With your permission, your chats and coding sessions train Anthropic's models.

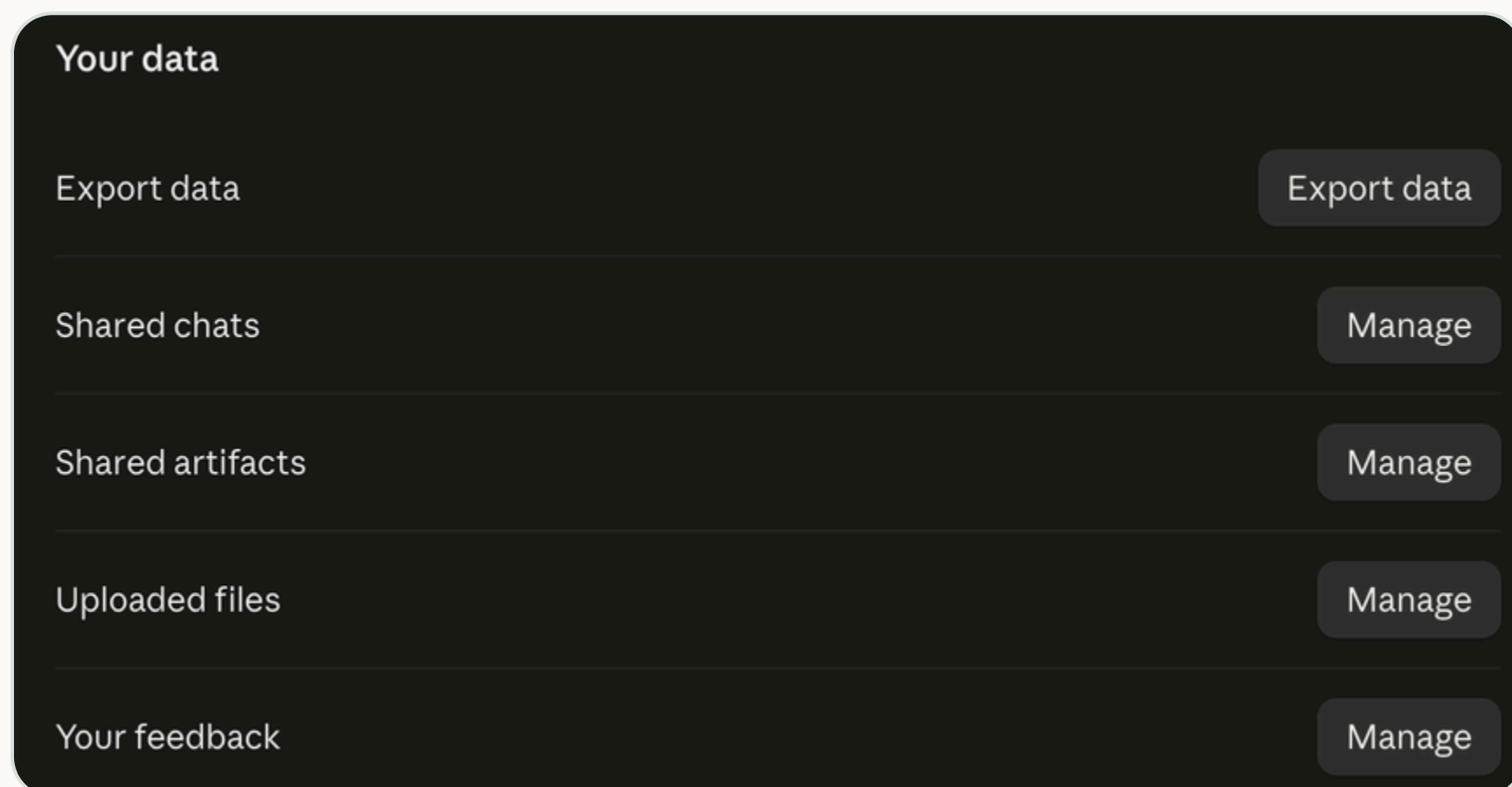
Anthropic may run aggregated, anonymized analysis of how people use Claude.

You control your conversation data and can change your preferences any time.

 *I strongly suggest reading Anthropic's Privacy Center and Privacy Policy before you put client or personal data into any AI tool.*

Look around your data.

Not a day-one job, but worth a look. Export your data, and manage your shared chats, shared artifacts and uploaded files.





Privacy: done.



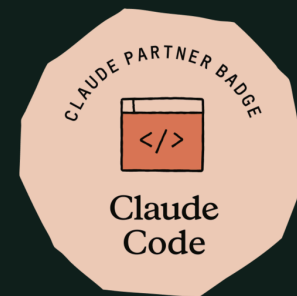
Keep poking around and play with your own settings. I check mine every few weeks: some appear, some disappear.



Next: Memory

PART 2 OF 4

Learn Claude with me.



I'm **Phil Rivard**, a member of Anthropic's Claude Partner Network (CPN). I teach this and a lot more at **withclauder.io**, a 3-week Claude course for founders and business people.



Follow me so you don't miss the next quick guide.



Download all 4 parts of my quick setup guide at **wclauder.io/setup**.

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