

# HOW TO: opt out of training generative AI tools

Below are instructions on how to opt out of generative AI training tools on various platforms.

Please note: currently in the UK (May 2025) AI scraper/crawler bots are not regulated and can access the majority of your online data, whether or not you've opted out of generative AI training. This just stops the creators of these specific platforms from using your content to train Large Language Models (LLMs).

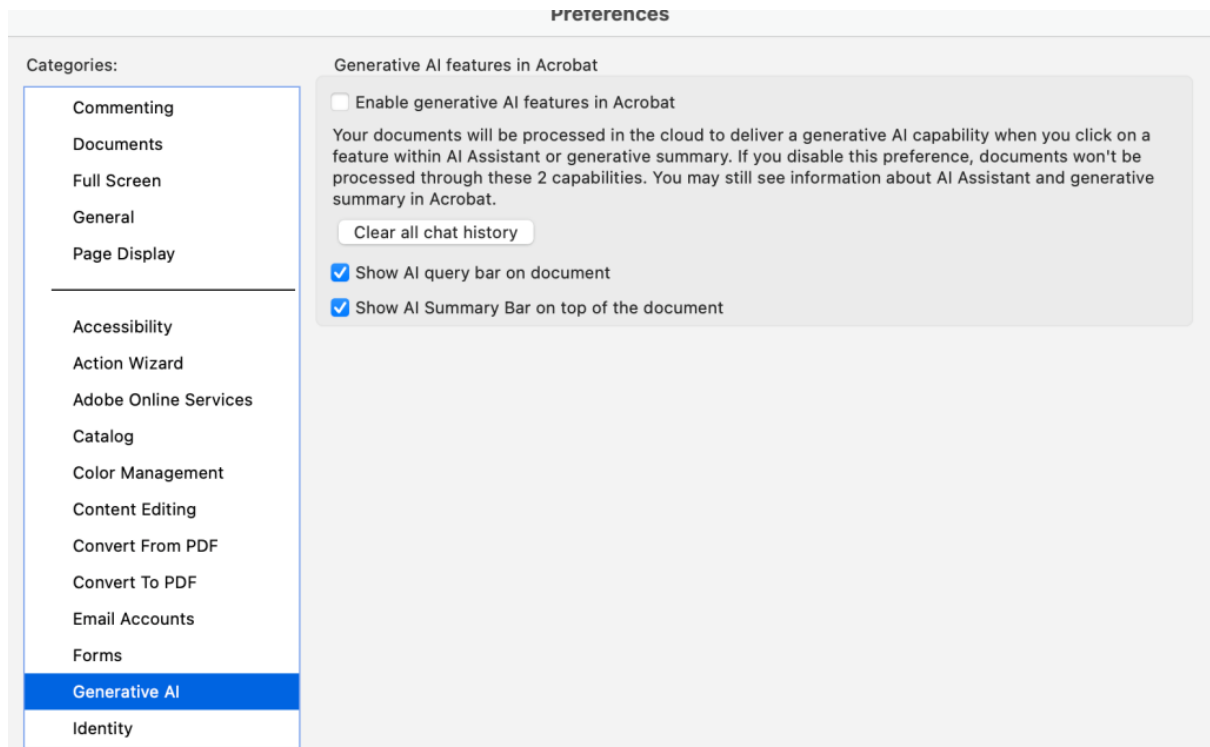
## CONTENTS:

- [Adobe: Reader, Acrobat, Photoshop](#)
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# ADOBE

- [Acrobat/Creative Cloud/Reader](#)
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## In Acrobat or Acrobat Reader



Close any open files. Go to Preferences > Generative AI. Deselect "Enable generative AI features in Acrobat" and select OK.

## In Acrobat on the web

Choose your profile, select Settings, and deselect "Enable generative AI features in Acrobat".

## In Photoshop

Go to Edit > Preferences > Product Improvement

Deselect the "I give Adobe permission to use my images and associated data to train Adobe's generative AI models" option.

# APPLE

- [iPhone/iPad](#)
- [Mac](#)

## iPhone and/or iPad

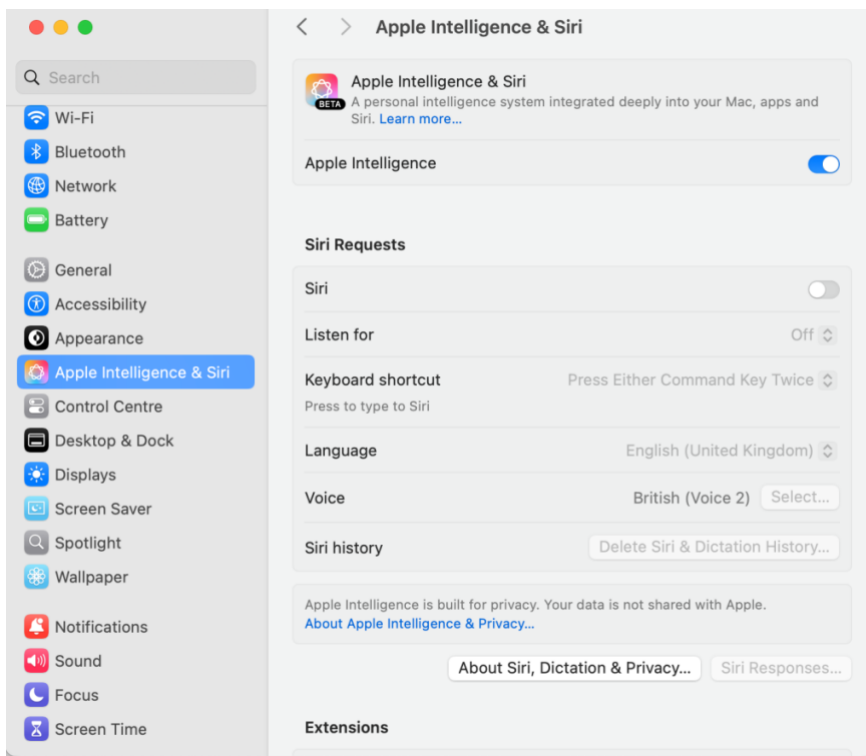
Open the Settings app

Scroll down and tap **“Apple Intelligence & Siri”**

Toggle off the Apple Intelligence switch

Confirm your choice by tapping **“Turn off”** in the pop-up window.

## Mac



Click the Apple menu in the top-left corner

Select System Settings > Apple Intelligence & Siri

Click the switch next to Apple Intelligence to turn it off

Confirm your choice by clicking **"Turn off"**.

# GOOGLE

So I googled it:

## ✦ AI Overview

While you can't completely disable AI overviews in Google Search, you can choose to bypass them or opt out of the feature. Here's how: [🔗](#)

### 1. Bypass AI Overviews Temporarily: [🔗](#)

- **Use the "Web" filter:** When you perform a search, you might initially see an AI Overview. However, you can tap on the "Web" tab at the top of the search results to access traditional search results with links, effectively bypassing the AI summary. [🔗](#)

More information available [here](#).

Also, it appears there is an intention for there to be an [opt out setting for Gemini](#), but it is [not currently available](#) in the UK. I'll keep an eye out.



## Search Labs isn't available for your account right now

To learn more, visit our [FAQs](#)

# LINKEDIN

I don't know why I was so surprised that LinkedIn's use of generative AI tools is so difficult to opt out of; everything I read on there sounds like it was generated by an evil robot. [This article](#) by Wes Davis has some useful instructions, but the particular setting toggle he links to wasn't relevant for me:



## Setting not available

This setting is not available in your location because we are not training generative AI for content creation using member data from your region.

[Learn more](#)

[Go to Settings](#)

[Go to Homepage](#)

...so I'm just going to have to keep on checking.

I did, however, submit a [LinkedIn Data Processing Objection Form](#).

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# META

- [Facebook, Instagram & Threads](#)
- [WhatsApp](#)

## Facebook, Instagram & Threads

Open Facebook or Instagram – Threads is linked to Instagram and privacy settings cover both apps

Settings > Privacy

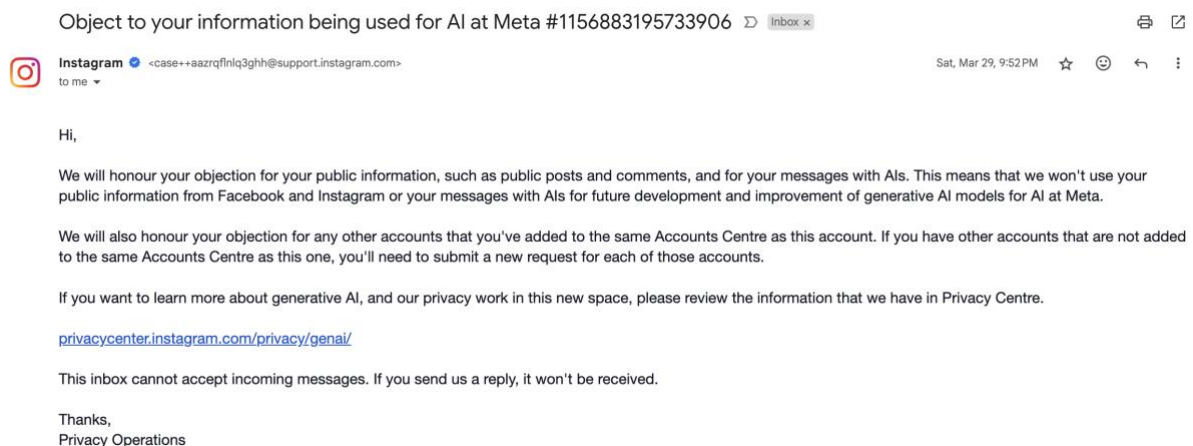
About > **"Privacy Policy"**

Go to **"AI at Meta"** which should include a link to the **"Right to object"** form.

Fill out the form with your email address, country of residence, and explain how the use of your data impacts you, e.g: *<I am concerned about the implications of generative AI using my personal posts, photos, and interactions without my explicit consent>*

Submit the form to request that your data not be used for AI training: a copy should be sent to the email address linked to your account.

Meta's policies were one of the hardest to opt out of, but this [very useful article](#) by Melissa Heikkilä helped.



## WhatsApp

["WhatsApp says its new AI feature embedded in the messaging service is 'entirely optional' - despite the fact it cannot be removed from the app."](#)

I'll be investigating effective alternative messaging apps, so I'll keep you posted.

# MICROSOFT

- [Microsoft 365 personal](#)
- [Microsoft 365 at work](#)
- [Teams](#)

If you use a Windows operating system, to learn how to disable the Copilot AI software go to the Windows section here.

## If you have a personal Microsoft 365 subscription

If you are on a subscription plan for Microsoft 365, go to [account.microsoft.com](https://account.microsoft.com) and log in.

Then go to Account > Subscriptions

[Or click to go straight to the subscriptions page.](#)

Select **“Manage”**

Select **“Cancel subscription”**

Look under **“Switch to a subscription that's better for you”** and then select **“Microsoft 365 Family/Personal Classic”**; whichever applies.

Bonus! this will save you money.

## If you use Microsoft 365 at work

Open a Microsoft 365 application (like Outlook, Word, Excel, etc.)

Go to File > Account

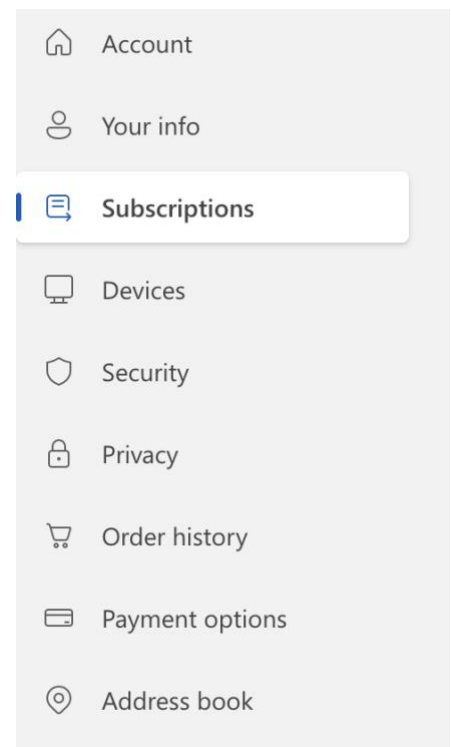
Under **“Account Privacy”** select **“Manage Settings”**

Deselect **“Turn on optional connected experiences”**

Restart the Microsoft 365 application for the change to take effect.

Note: in Outlook specifically, the Windows generative AI tool **“Copilot”** is in use.

There is a toggle labelled **“Turn on Copilot”** or **“Enable Copilot”** within Outlook settings that you can keep switched off.



## Microsoft Teams

Open Microsoft Teams

Click on your profile picture in the top right corner and select **“Manage apps”**

Find [Read AI](#) in the list of installed apps

Click on the three dots icon for **“More options”** next to Read AI and select **“Uninstall.”**

Confirm the removal by clicking **“Remove”**

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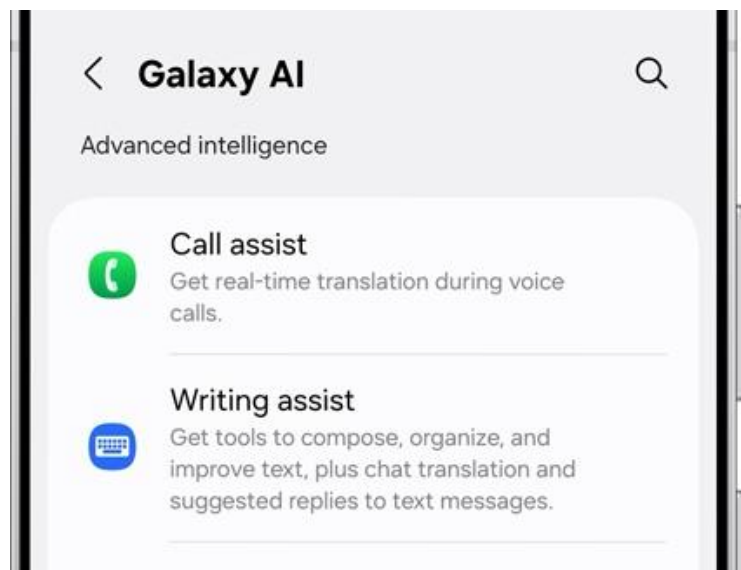
## SAMSUNG GALAXY

*This is taken from the Samsung website and is available [here](#).*

Disabling AI features may affect the performance and functionality of your device. Additionally, some AI features may be integrated into the system and cannot be disabled.

To disable Galaxy AI features:

1. Navigate to and open Settings on your phone or tablet.
2. Tap Galaxy AI. Depending on your device, you may need to swipe to and tap Advanced features first, then tap Galaxy AI or Advanced Intelligence.
3. You'll see a list of AI features on your device. Tap a sub-menu, such as Call assist, and then turn off the switch next to the feature(s) you want to disable.



Some AI features can be turned off directly in the settings of individual apps, such as the Phone app, Notes app, Camera app, Gallery app, Samsung Messages app, Samsung Health app, or SmartThings app. To disable these features, go to the app, access the app's settings, and then turn off the switch for the AI feature you want to disable.

Be sure to restart your device after disabling AI features to ensure the changes take effect.



# SNAPCHAT

Swipe right from the Camera > Chat

Press and hold on "My AI"

Tap "Chat Settings"

Tap "Clear from Chat Feed"

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# SUBSTACK

To disable AI bots from using your published Substack content as part of a training model, head to your publication's **Settings** page.

Scroll to the **Privacy** section and slide the toggle to the right next to "Block AI training."

## Block AI training

Tells third-party AI-tools like ChatGPT and Google Gemini that their models should not be trained on your content. Note this may limit your discoverability on these platforms.



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# WINDOWS

Disabling generative AI tools completely is more complex, [this Reddit thread](#) seems to be helpful, but I don't use Windows so can't confirm.

## But to turn off Copilot:

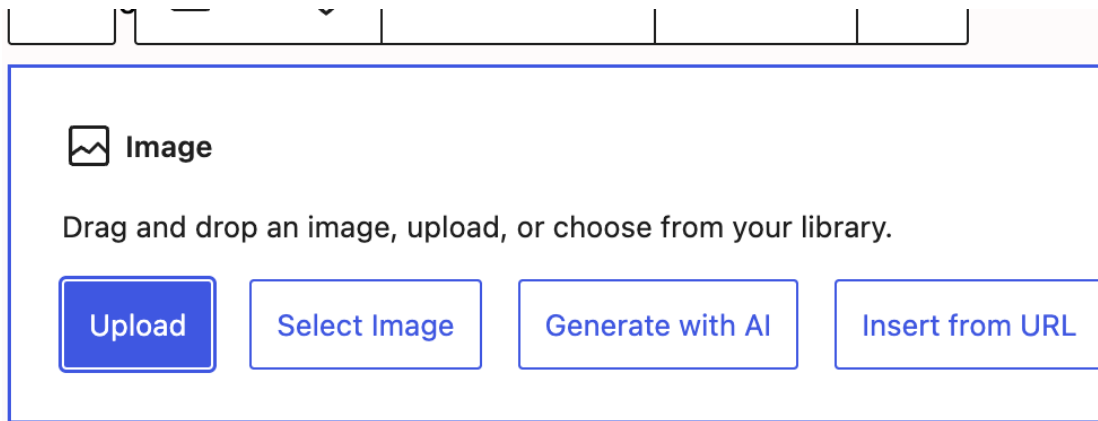
Settings > Personalization > Taskbar > Turn off Copilot.

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# WORDPRESS

Depressingly, to [activate plug-ins that would prevent AI scraping or crawler bots](#), you need to have a "Business" subscription. That linked plug-in has good reviews so if you're on a Business account I say go for it, but for me that is £302.40 I simply do not have.

I also don't have the option to toggle off AI prompts, which means whenever I write on here I get prompts to use AI.



To stop Wordpress itself using your data for generative AI tools:

Log in to your WordPress.com dashboard and navigate to **"Settings"**

**"Privacy"** section within General Settings

Toggle **"Prevent third-party data sharing"** which will prevent your public content from being shared with WordPress.com's network of partners.

## ZOOM

Go to the [Zoom web portal](#) and log in.

My Account > Settings > **"AI Companion"**

Toggle off all options

*Guides last updated 21st May 2025*

### Recording

#### Voice recorder with AI Companion



Voice recorder with AI Companion transcribes and generates a summary of your conversation.

Unable to change this setting, you need to enable these settings first. Once all the following settings are enabled, this setting will be automatically enabled.

You need to enable "Cloud recording" in [Recordings](#)  
You need to enable "Meeting summary with AI Companion" in [AI Companion](#)

### Clips

#### Create with avatars

**NEW**



Create clips that uses your user's chosen avatar to read the script they enter.

#### Create custom avatars

**NEW**

