

How to change the visibility settings of a WordPress Page

Prerequisite Topics: [How To Create a WordPress Page](#)

This set of instructions will detail how to change visibility settings on a WordPress page. Follow these instructions sequentially to achieve task. Alt text is available if needed.

Note: WordPress settings default to a “public” setting. This guide describes how to adjust those visibility settings

1. Find “Publish” section on right side of screen(1)

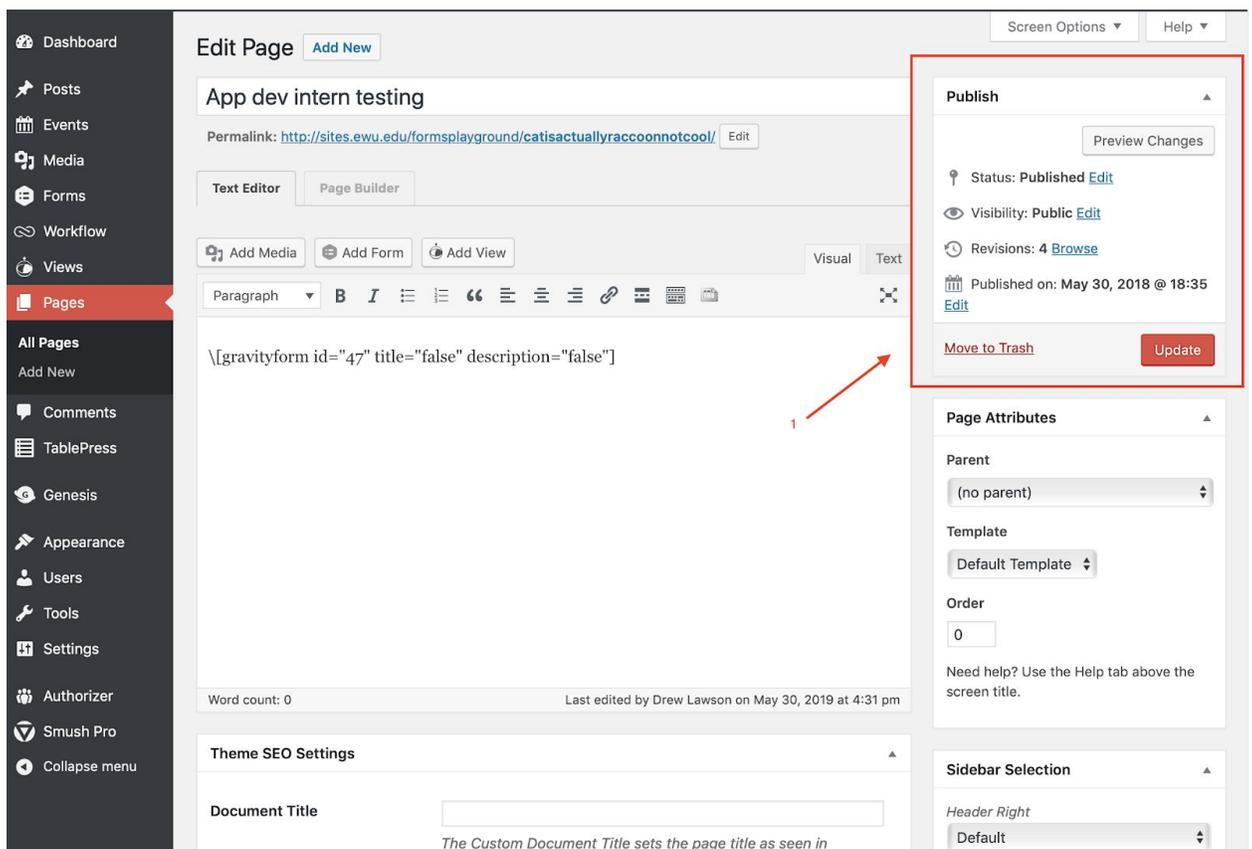


Figure 1

2. Click edit button next to “Visibility” section. Under “Visibility” section, click one of given options: “Public,” “Password protected,” or “Private” (2)

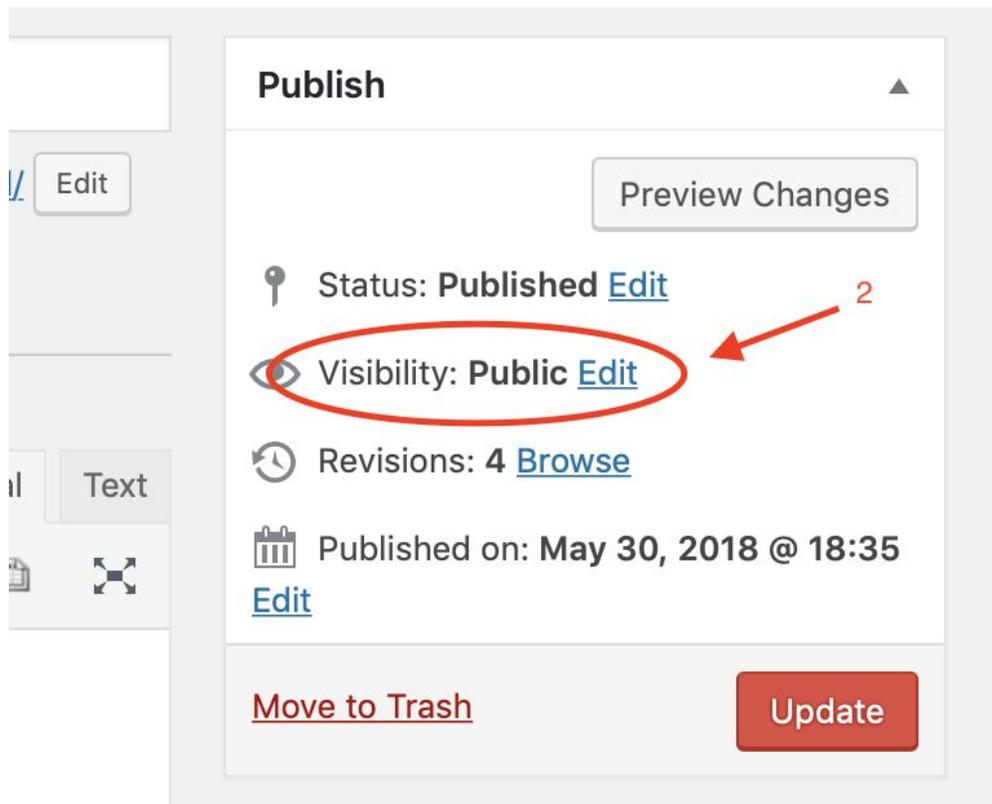


Figure 2

3. Click “Publish” button

Note: Click the “Update” button if clicked “Private” visibility (3)

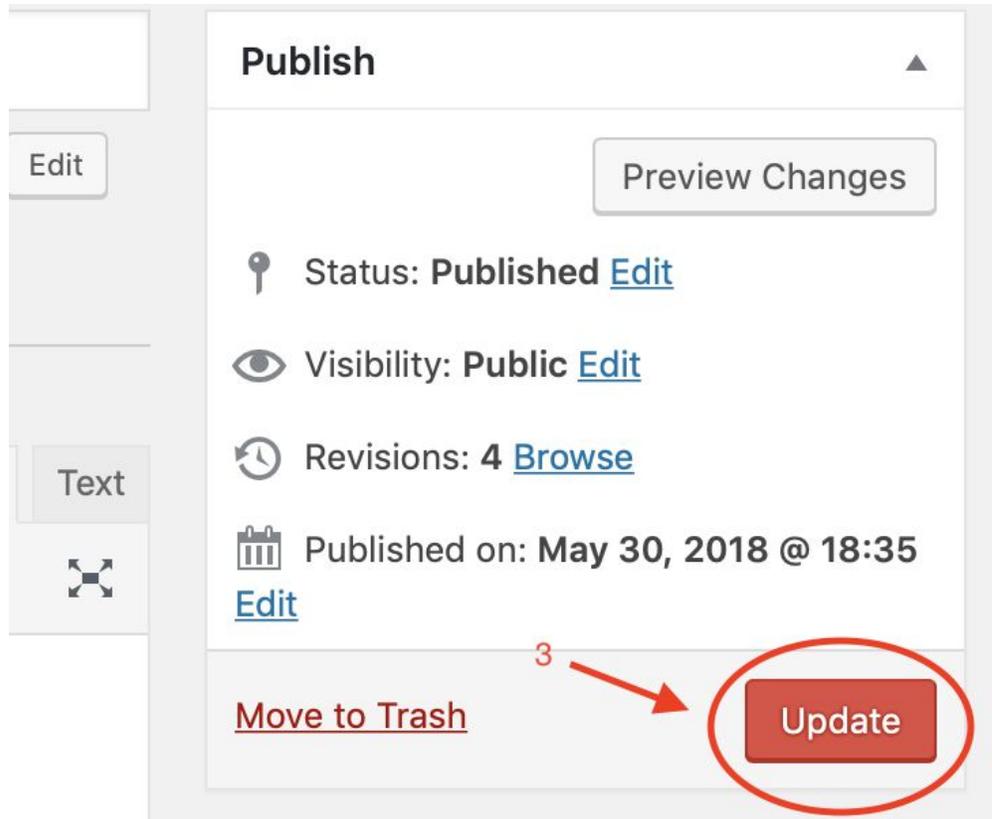


Figure 3

The visibility settings have now been changed. Please refer back to these instructions for guidance on changing visibility settings on a WordPress page in the future.

Figure 1	Figure 2	Figure 3
Alt Text Title: Clicking Preview Button	Alt Text Title: Visibility	Alt Text Title: Publishing Post
Alt Text: The Publish section is shown in its entirety.	Alt Text: The "Visibility" tab of the Publish section is highlighted and ready to be	Alt Text: The "Publish" icon is highlighted and ready to be clicked.

	clicked.	
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