

How to check and delete personal data on ChatGPT

Detailed instructions on how to manage, delete, and protect personal data when using ChatGPT.

If you're one of the approximately 900 million people who regularly use ChatGPT every week, this chatbot may have become a familiar part of your daily life. You might use it to get work done, plan meals, or even seek advice when you have conflicts with friends or family.

But as you increasingly rely on ChatGPT in your life, it's probably time to take a look at how much personal information you're revealing in the process. Ideally, you know not to share sensitive information like finances. However, even seemingly harmless details about yourself might be worth considering for protection.

Privacy experts have begun raising concerns about the potential risks of users sharing too much information with chatbots. The biggest worry is that no one really knows how your personal data—sensitive or not—might be used in the future. Some fear this data could become part of large-scale surveillance systems, or be exploited in unforeseen ways that could be detrimental to users.

That very uncertainty is reason enough for you to exercise caution.

Here are five ways to better manage the amount of personal information ChatGPT collects about you if you're using a personal account.

Using data to train the model is not allowed.

One step you can take to increase your security when using ChatGPT is to prevent OpenAI from using your data for model training.

Security experts believe that if your data is fed into the model, it could be used in ways we can't currently imagine. Therefore, disabling this option is a crucial step.

You can go to *Settings > Data controls > Improve the model for everyone* , then turn off the switches and tap 'Done'.

Alternatively, you can also use OpenAI's privacy portal to submit a request. Select '*I have a consumer ChatGPT account*' , then select '*Do not train on my content*' . The system may require you to log in before submitting the request.

Please note that this setting only applies to data from the time you make the change onwards.

Delete old conversations

Another way to reduce the amount of information ChatGPT stores is to delete past conversations.

You can go to *Settings > Data controls > Delete all chats* to delete all of them. Alternatively, you can delete individual conversations by tapping the three-dot icon next to the conversation name in the sidebar.

Although the conversation will disappear from the history immediately, OpenAI says it could take up to 30 days for the data to be completely erased from the system.

There are also two exceptions clearly stated: in certain cases, data may be retained for 'legal or security reasons', or if the data has been anonymized and separated from your account.

Use temporary chat

If you don't want to delete each conversation individually, you can use the temporary chat feature.

These types of conversations will not appear in the history, will not reference previous chats or memory, and will not be used to train the model.

However, according to the FAQ, OpenAI can still temporarily store a copy of the conversation for up to 30 days.

To start a temporary chat, simply tap the '*Temporary*' button in the bottom-right corner when creating a new chat.

One point to note is that the experience may be less personalized, as ChatGPT doesn't retain new information about you.

Memory Management

The Memory feature allows ChatGPT to save certain information from conversations to improve the experience in the long term, such as whether you own pets or follow a vegetarian diet.

According to ChatGPT's FAQ, you can control this feature through two main settings.

Go to *Settings > Personalization*, then select 'Manage' next to Memory to see a list of saved information. Here, you can delete everything or individual items.

Additionally, you can also disable the 'Reference saved memories' and 'Reference chat history' options so that ChatGPT doesn't use this data when replying.

OpenAI can also log deleted memory for up to 30 days.

Delete account

This is the most drastic measure: deleting the entire ChatGPT account. However, this is a permanent solution, so careful consideration is needed.

You can do this through OpenAI's privacy portal by selecting '*Delete my ChatGPT account*'. Or you can go to *Settings > Account*, then select '*Delete*' in the account deletion section.

According to OpenAI, you need to log in again if more than 10 minutes have passed since your last login. Then, you will have to enter your email to confirm and type '**DELETE**' to activate the permanent deletion button.

As ChatGPT becomes increasingly integrated into daily life, understanding what information it stores about you is essential.

Not all information you share is dangerous, but given the uncertainty surrounding how data will be used in the future, proactively controlling it remains the safer option.

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