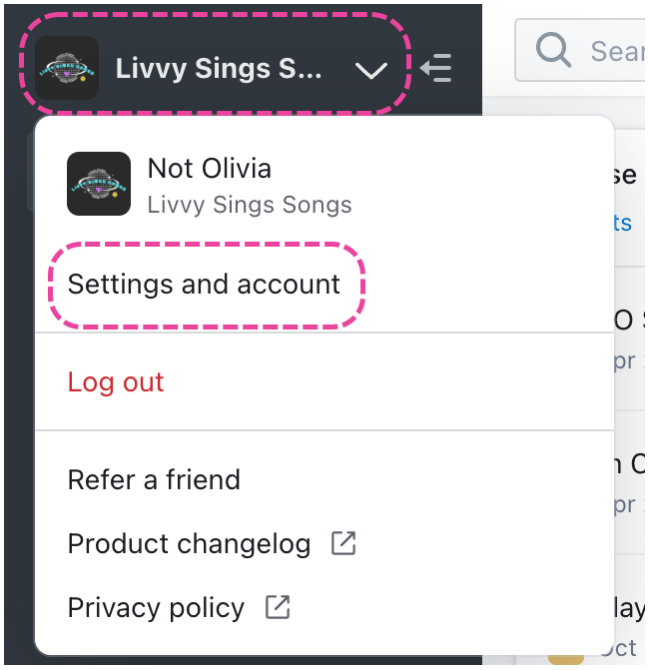
Marking your Track Tags as Private

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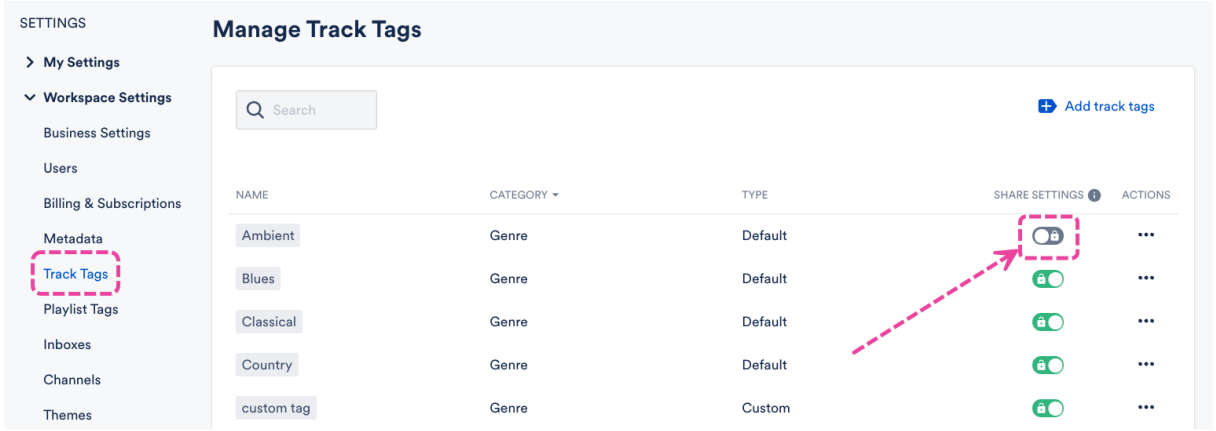
Users on our **Pro** and **Enterprise** plans can mark their Track tags as Private. Private Track Tags are useful if you want to use an internal system to organize the Tracks in your DISCO, but you don't want them to be visible to your clients.

To do this:

1. In the top-left corner of your DISCO, click on your DISCO Business Name to open the menu.
2. Select **Settings and Account**.



3. Under **Workspace Settings**, select **Track Tags**.
4. Type in the search box to locate the desired Track Tag.
5. Set the toggle under the **Share Settings** column to **OFF**.



Some things to note about private Track Tags:

- They don't appear in DISCO Catalogs.
- Once a Track Tag is set to private, it won't be written to the Track's metadata when saved or

downloaded, as long as you have the **Business Setting** enabled to write your Track Tags to the **Comments** metadata field.