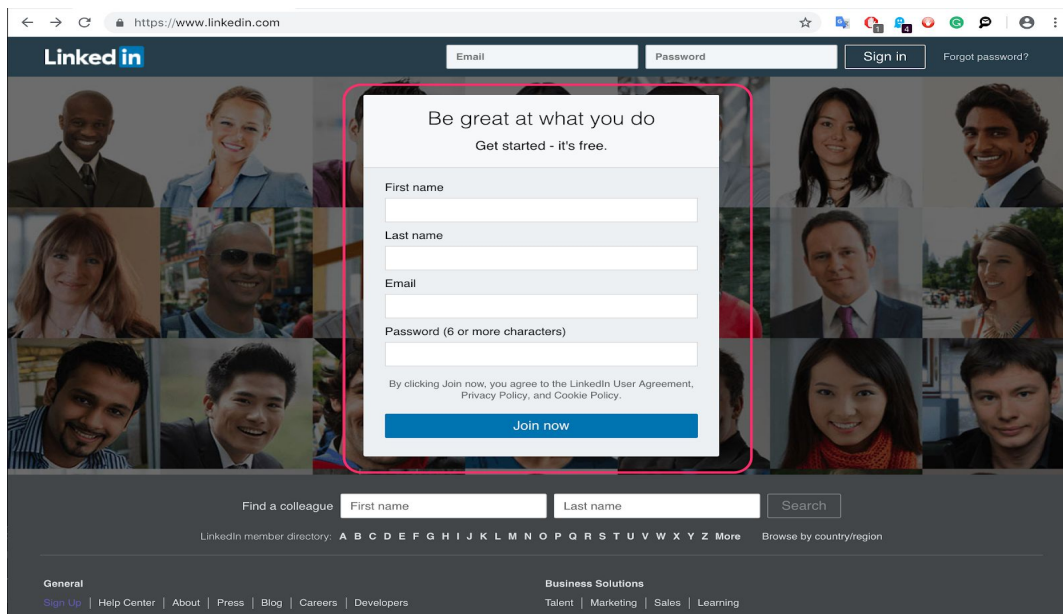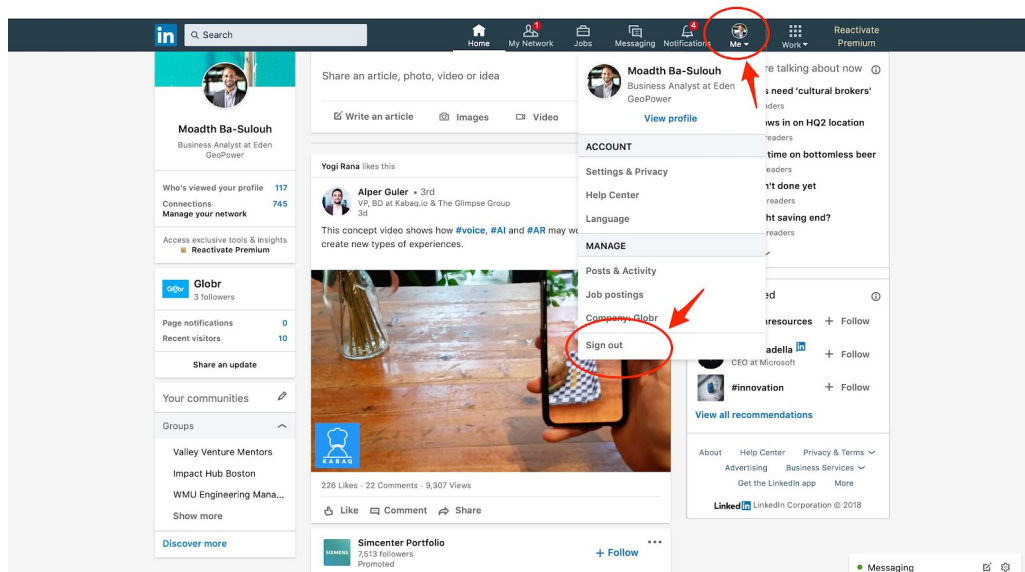# **+ Getting started with LinkedIn**

Step 1 - Go to LinkedIn.com

Signing up to LinkedIn is as easy as it gets. If your web browser not signed in to an existing account, you will be able to sign up from the middle section of the page. It will look like this:

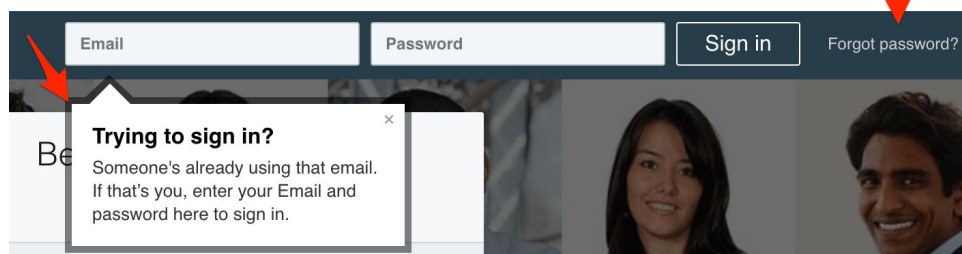If your browser already *signed in* to an existing account, follow these steps to *sign out*.

- Press the "**Me**" icon at the top right of the page to bring the drop down menu.
- Then press the "**Signed out**" button at the bottom of the list.

Step 2 - Fill your profile information

In order to find people in your personal network, LinkedIn requires some information to help you out:

- You will need to write your **First Name, Last Name, Email, and Password.**
  - **Password** requires six characters or more.
- Press "**Join now**" when you're finished.
- If the email you used has an existing account, It will notify you with a pop-up message
- If you forgot your password, press the "**Forgot Password?**" Button and follow the steps in the *Forgot Password?* section of this document.

● Select your *Country/Region* and type your *postal code*

● Next you will need to write down the most recent job title and company.
  ○ If you're a student then click the "**I'm a student**" button.
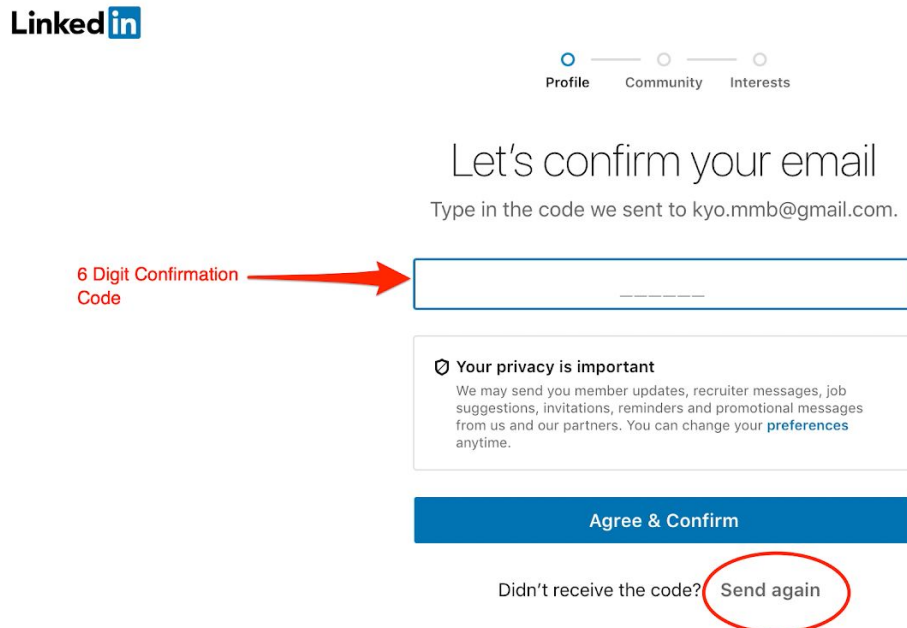

The *video* below will show you how to seamlessly sign-up and join other professional in your social network.

https://drive.google.com/file/d/1ecJSUILf_o28JSv7TbQFTP41W63e91Vi/view?usp=sharing

Step 3 - Verification Code

After signing up, the system would like to verify your account by by sending you a verification code via email using LinkedIn Messages.

By this time you should've got an email from LinkedIn thanking you for signing up, as well as giving you a **confirmation code** that you will have type or copy paste it to the LinkedIn page.

- Type the 6 digit confirmation code on the middle section as shown above and press **"Agree & Confirm"** after.
- If you haven't received the code just yet, wait a few minutes more or press the "**Send Again**" Button to get a new code to the assigned email above.
- Press "**Agree & Confirm**" to your default privacy settings when you're done.

The *video* below will show you how to seamlessly add your verification code to confirm your email for your account.

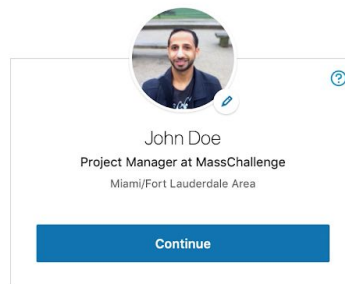https://drive.google.com/file/d/174x2zpP7y0awmj3Gw36-x2bHHGJEMsKS/view?usp=sharing

Step 4 - Upload Profile Picture

After entering your verification code you'll be able to upload your profile picture.

- Add a photo from your saved files
- Adjust the photo to your liking using the tools available
- You can also change photos as you like
- Finally, press "**Save**" to store your picture for your profile.
- You can change your profile picture from your "**Settings**" at any time
- Press "**Continue**" after you're finished.

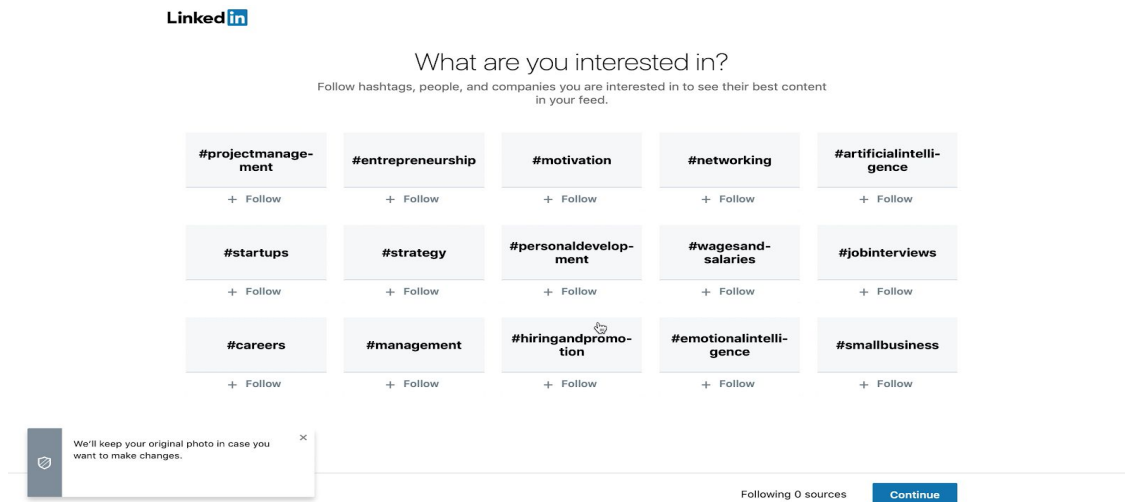The *video* below will show you how to seamlessly upload your profile picture to your LinkedIn profile.

https://drive.google.com/file/d/1gvs-QEWYPiMGhhRpIhGjqM4VVPs9gk-6/view?usp=sharing

Step 5 - Choose Your Community & Interests

In this step you can choose which communities you would like to get involved in with your network.

- **Follow** communities, interests, & influencers that interests you. You will get feeds and news related to these communities where you can share with your network at anytime.
- Press "**Continue**" when you're done following what interests you.
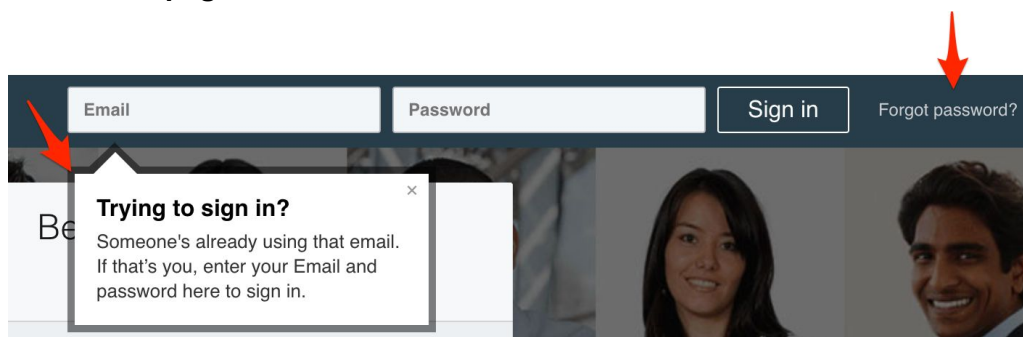- You can "**skip**" this section and move on to your LinkedIn page.

The *video* below will show you how to seamlessly follow hashtags, people, and companies you're interested in to see their best content in your LinkedIn feed.

https://drive.google.com/file/d/14xHDPyQxtZSX2ciAWhAR0d3RjIchp-I5/view?usp=sharing

Forgot Your Password?

If you have used your email to sign-up to LinkedIn previously and forgot your password, *don't worry*, here we will show you how to create a new password for your account.

- Press the "**Forgot Password?"** button on the top right corner of the landing page.
- Enter your *email* or *phone number* related to your account
  - **Email:** Go to your email and click the link provided to access the reset option to your account
  - **Phone:** Your phone will get a message with a verification code that you should enter to access your account
- Press the "**Reset Password**" link.
- Enter your new password.
- Go to "**Homepage**"

The *video* below will show you how to seamlessly reset your password in to your LinkedIn profile.

Email Verification:
https://drive.google.com/file/d/1qtayCeuG4jKBueKJwmpvuwPsp7n9lKIR/view?usp=sharing

Phone Verification:
https://drive.google.com/file/d/14wsCJ8Y2rEUF1LfafWHO7EDdFQK3BnK-/view?usp=sharing