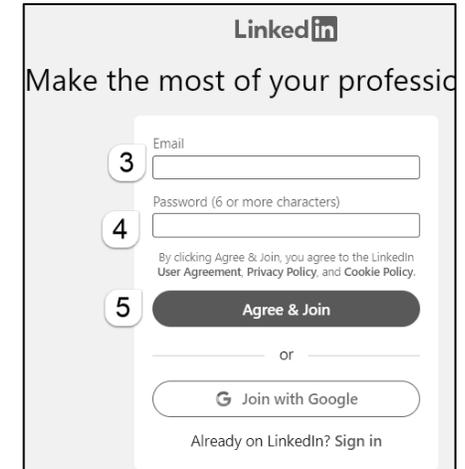
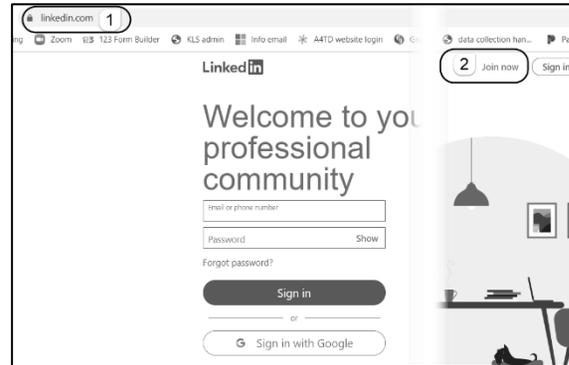


# Getting Started with LinkedIn

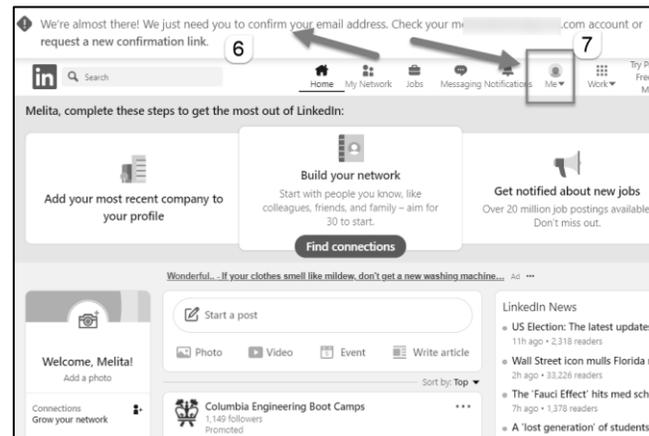
## Step 1: Create an Account:

1. Go to "linkedin.com"
2. Click on "Join now"
3. Enter your email address
4. Create a password
5. Click on "Agree & Join". This signs you in and brings you to your home page.
6. Notice the request to confirm your email address (Go to your email and look for a link in your inbox).



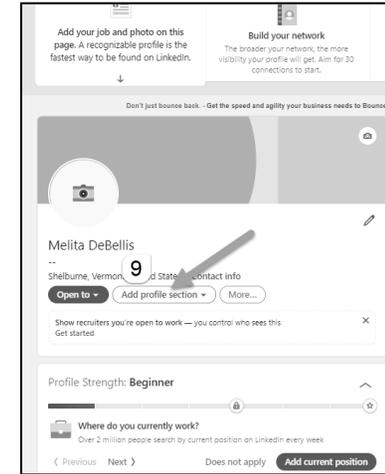
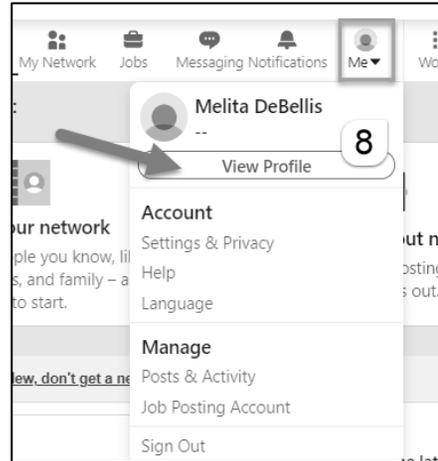
## Step 2: Create your Profile

7. Click on the "Me" tab in the menu on the top right of your home page.

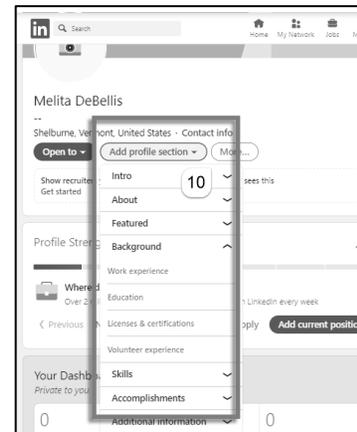


## Step 2: Create your Profile, continued

8. A menu drops down. Click on “View Profile”.
9. On the next page, click on “Add Profile Section”.

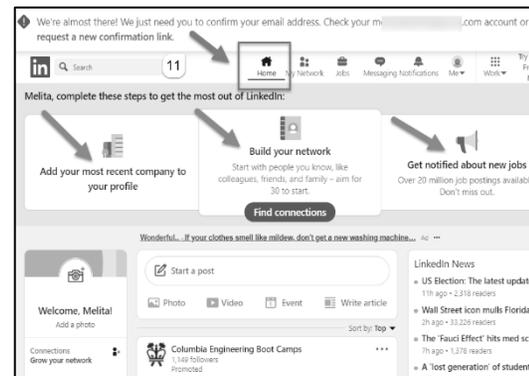


10. A menu of profile options drops down. Select an area and begin completing your profile. You will notice that it is structured like building a resume.



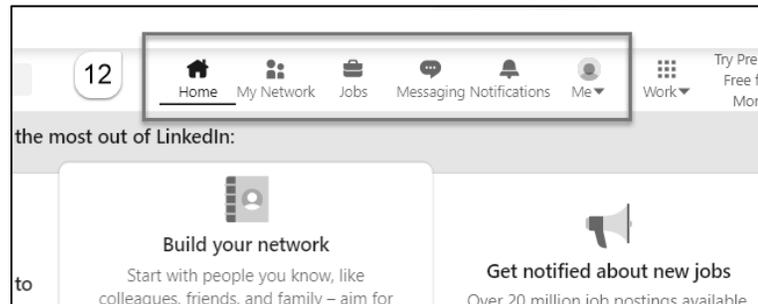
## Step 3: Basic Navigation

11. Notice on your Home page there are three large sections just below the menu. You can click on one section (box) to add your most recent company to your profile; on the middle box to find your connections and build your network; and on the last box to search for company and job postings.



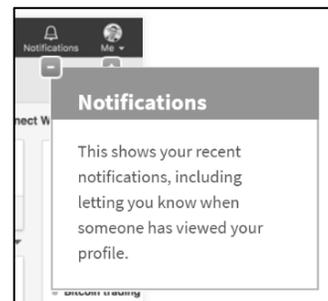
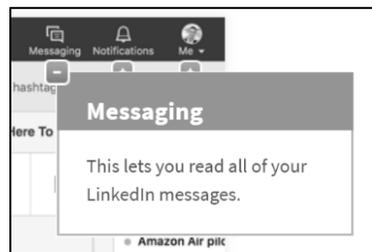
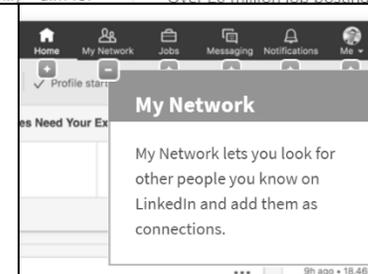
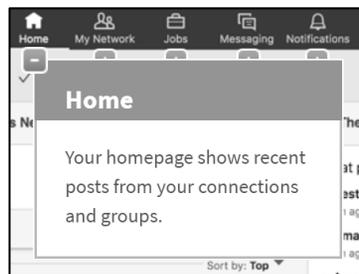
12. Look again at the menu in the upper left corner. Notice its tabs:

- Home
- My Network
- Jobs
- Messaging
- Notifications
- Me



This is what you will see or do after clicking on each menu tab:

**NOTE:** to sign out of LinkedIn, click on the “Me” tab to find the “sign out” link.



13. Finally, in the upper left corner of each page, in the menu bar, you will see the **Search Box**. You can use this to look for people, job openings, company pages and more. Just type in your search term and click on the magnifying glass OR press the Enter key.

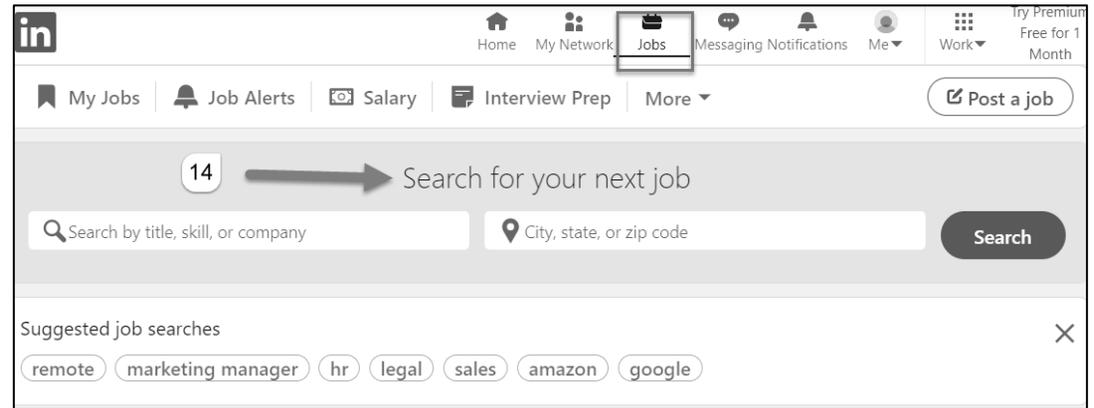
Also, after you have spent some time using LinkedIn, it will begin to suggest to you jobs, people and groups it thinks you may be Interested in.



## Step 4: Searching for Jobs

14. Clicking on the “Jobs” tab on the menu at the top of your screen takes you to a page where you can “**Search for your next job**”. This job search tool lets you look for openings around the world.

You can search using a variety of keywords and filters, including job title, company or skill, city or state, experience level and more.



Some job openings have an **Easy Apply** option. This lets you apply for a job with just a few clicks by submitting the information in your LinkedIn profile.