This document outlines the steps for how to create a LinkedIn Account.

LinkedIn

LinkedIn is a social media site designed for the business community. Your profile is an online portfolio where you can highlight your education, work, achievements, certificates, and trainings. LinkedIn Learning can be linked to your LinkedIn profile to showcase courses you have completed. The site is also helpful in networking between businesses or for employers to fill job openings.

Creating an Account

1. Go to www.linkedin.com
2. Select **Join Now**

3. Enter in your **email address** and create a **password**, then select **Agree & Join.**

   NOTE: Your Tennessee Tech email can be used to create an account and easily link to LinkedIn Learning through TechExpress. If using your TNTech email, make sure that either before or within 12 months of graduating, you change your email to a personal email address, so you do not lose access to the account (See Edit Email Addresses in LinkedIn). If using a non-TnTech email, be sure that your email address sounds professional (ex. Yourname@gmail.com).
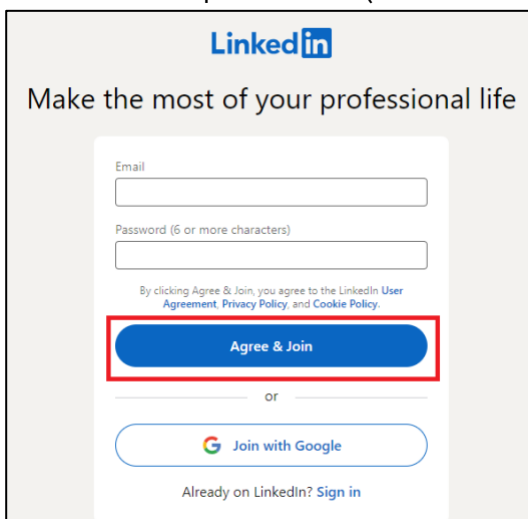
4. Enter your **first and last name.** Select **Continue.**

5. Select **Verify** and complete the security check.

6. Enter your *Country, Postal Code,* and *Location within the postal code.* Select **Next**.

7. Enter your **Most recent job title** or select **I'm a student**.
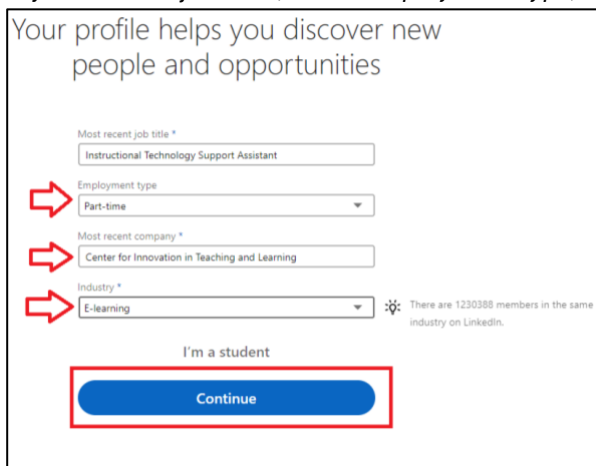
8. If you enter a job title, enter *Employment type, Most recent company,* and *Industry*. Select **Continue.**
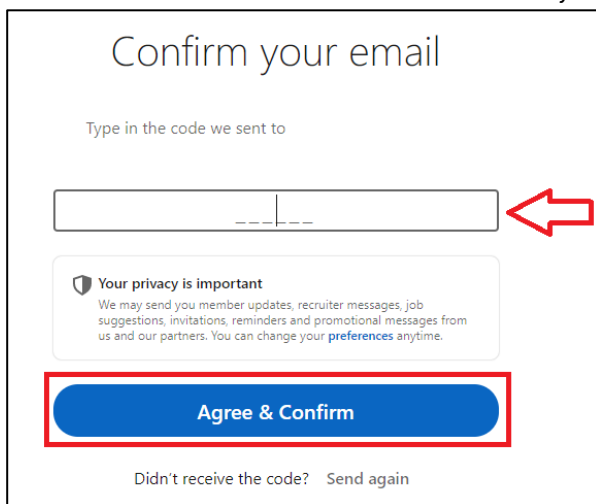
9. Enter a **confirmation code** sent to the email you signed up with. Select **Agree & Confirm**.
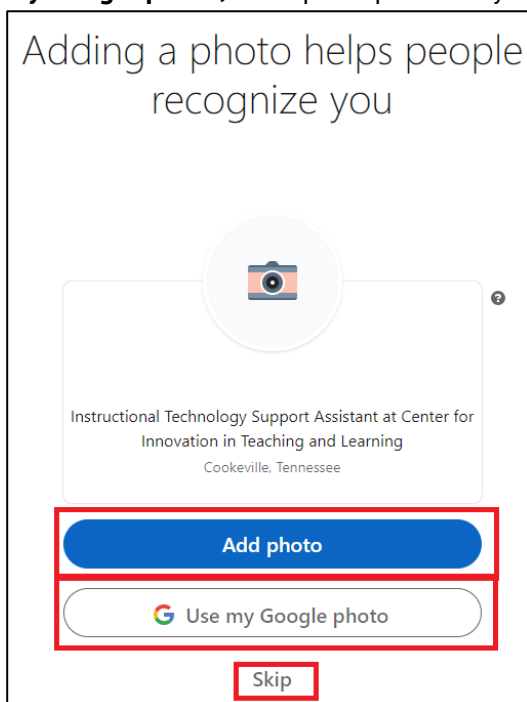

10. Select **Yes**, if you are looking for a new job. Select **Not now,** if you are not looking for a new job.
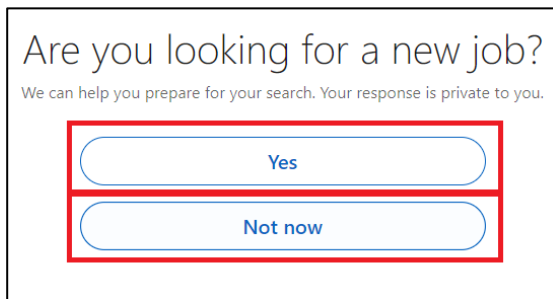
11. To add your email contacts to LinkedIn, select **Continue.** Select **Skip** to not add your contacts.
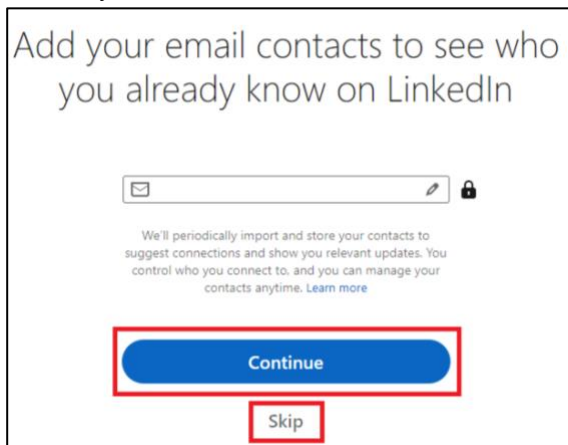
12. You can add a photo from your computer by selecting **Add photo**, from Google photos by selecting **Use my Google photo,** or skip the process by selecting **Skip**.

13. Have the LinkedIn app sent to your phone by selecting your **Country**, adding your **Number,** and selecting **Text me the Link**. To skip this process, select **Skip.**

14. Scroll through the list of companies, people, and hashtags, and select **sources** you care about. Select **Finish** when done.