



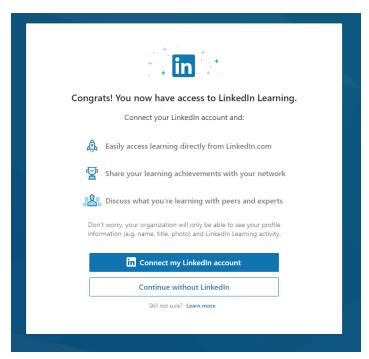
# Directions for logging into LinkedIn Learning

### General information:

- Full and part-time employees of the University of Montana have access to LinkedIn Learning to support their professional and personal development. Login using your NetID.
  - o Undergraduate student employees do not have access.
- A LinkedIn profile is NOT required to access LinkedIn Learning. You can choose whether or not to sync your LinkedIn profile to your LinkedIn Learning account.
- These directions will explain how to log in with or without a LinkedIn profile.
  - o If you have questions or need help, contact <u>Jasmine Laine</u>.

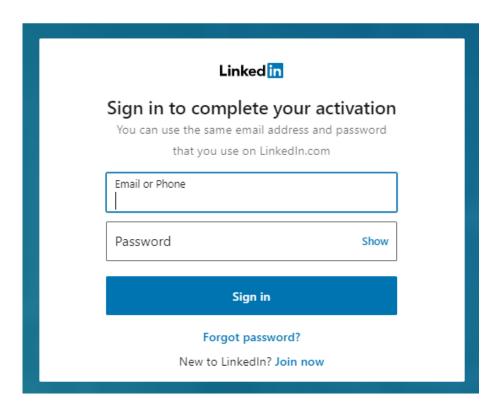
### Step 1: Signing into LinkedIn Learning

- To login, visit: <a href="https://lnkd.in/ghepKX3">https://lnkd.in/ghepKX3</a>
- This link and more information can be found on the Office of Organizational Learning and Development website.
- You will see the following screen, which will prompt you to choose whether or not to connect your LinkedIn Learning account to your LinkedIn profile.
  - Continue to step 2A below if you chose to connect. Skip to step 2B if you chose to continue without linking your profile. This is a one-time choice. You can change your mind at a later date.

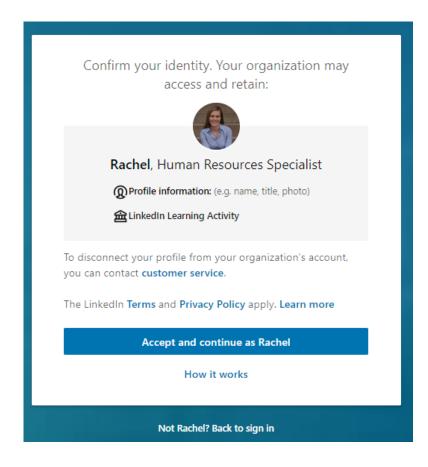


#### Step 2A: If you chose to connect to your LinkedIn account

- Note--if you chose NOT to connect to your LinkedIn account, skip to step 2B.
- When you click "connect my LinkedIn account", a sign-in window will open. Enter your LinkedIn profile login
  information; click sign in.
  - This is NOT the same as your NetID sign-in. This is your existing LinkedIn login.



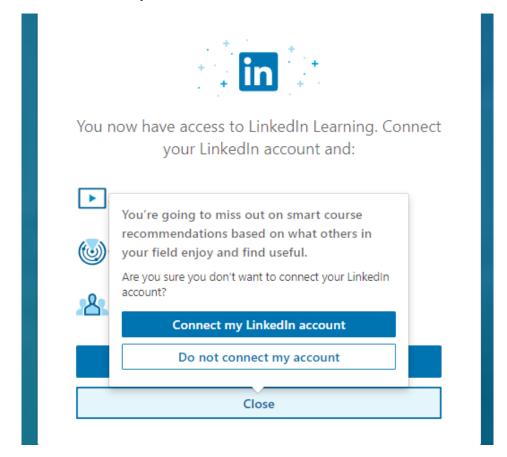
- After syncing accounts, when you return to LinkedIn Learning you will be prompted to sign in again to sync your LinkedIn account.
- A confirmation window will appear to confirm your identity. If your identity is correct, accept and continue.



- LinkedIn Learning will then guide you to choose skills you would like to develop or learn more about.
  - You can choose to skip this process but it is a good way to narrow down from the thousands of potential courses you can view.

## Step 2B: If you chose NOT to connect your LinkedIn profile.

- You do not need to link your LinkedIn profile to your LinkedIn Learning account. If you choose not to link to your profile, or you do not have a LinkedIn profile, you still have access to the same learning library of courses through LinkedIn Learning.
- When you **click "continue without LinkedIn,"** you will be prompted again to confirm you do not want to link a profile. This should only happen once, and then your choice is confirmed.
  - Click "do not connect my account".



- Then it will ask you to "enter your current or desired job title". This will help tailor useful content for you but it is not required and you can skip this step.
- LinkedIn Learning will then guide you to choose skills you would like to develop or learn more about.
  - You need to choose at least one skill in order to continue. This will help personalize your learning from the thousands of potential courses you can view.