

To complete training using **LinkedIn Learning**:

- I. Go to <https://lynda.tamu.edu>
- II. Follow these instructions at the bottom of the page (if you do not have a LinkedIn account, start with step 3) :



1. Sign out of your LinkedIn.com account

2. Clear the cache/cookies in your preferred web browser (i.e., Firefox, Chrome, Safari)

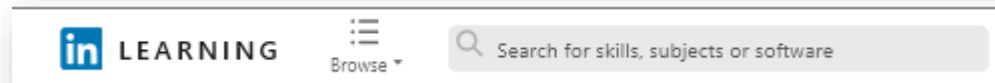
3. Click the "Activate account now" in the LinkedIn Learning email you receive or go to <https://linkedin.com/learning> and click the "Sign in" button

4. Click "Sign in with your organization account"

5. Enter your tamu.edu email address

If you have any problems signing in, call 979.845.8300 or email helpdesk@tamu.edu.

- III. Once logged in to the LinkedIn Learning site, you can browse the category list or search for a specific topic to review and complete training. There are many trainings on the following topics: Communications Skills, Diversity & Inclusion, Customer Service, Leadership, and much more.



IV. Once training is complete, click on the “Me” tab in the top right corner, then scroll down and click on “Learning History.” This will show you all of your completed training.

