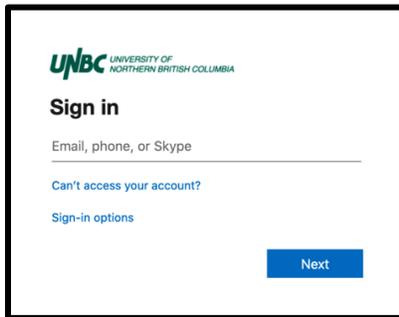


To access LinkedIn Learning, open a web browser and go to the following site: linkedin-learning.unbc.ca

You will be prompted to login in the Microsoft online system.
UNBC is using the Microsoft system to provide authentication to LinkedIn Learning

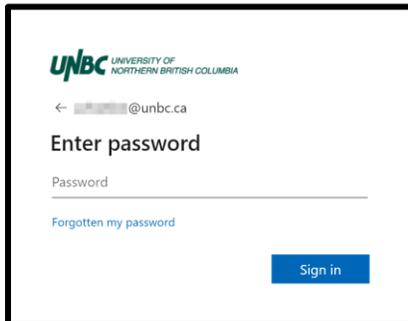
Your username is your UNBC username with the format `username@unbc.ca`
Your password is the same one you use to log on to your UNBC computer.

Enter your user name in the format of [username@unbc.ca](#) and press next



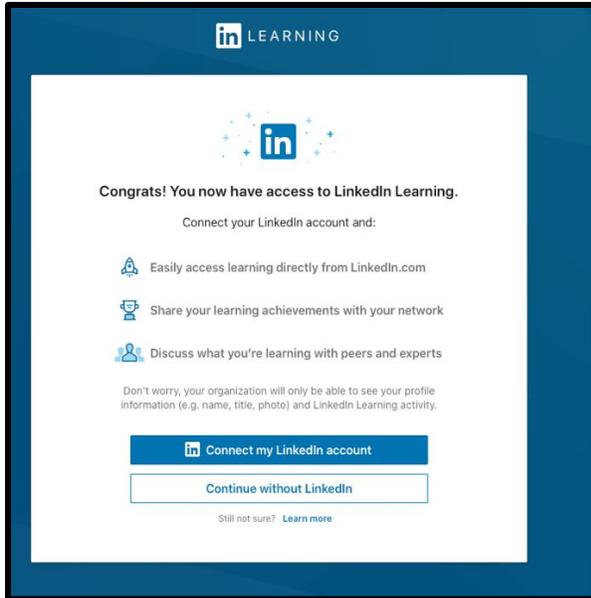
The screenshot shows the UNBC sign-in page. At the top left is the UNBC logo with the text "UNIVERSITY OF NORTHERN BRITISH COLUMBIA". Below the logo is the heading "Sign in". There is a text input field labeled "Email, phone, or Skype". Below the input field are two links: "Can't access your account?" and "Sign-in options". At the bottom right is a blue button labeled "Next".

Enter your password and press Sign in.

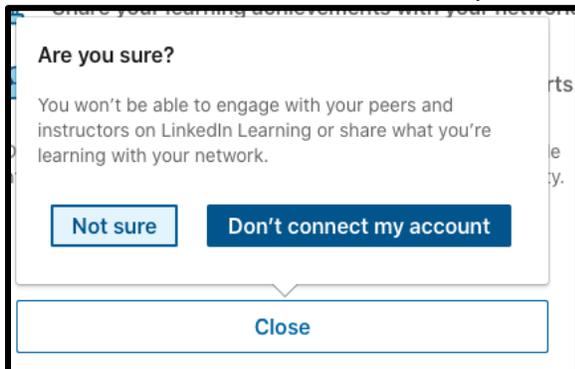


The screenshot shows the UNBC password entry page. At the top left is the UNBC logo with the text "UNIVERSITY OF NORTHERN BRITISH COLUMBIA". Below the logo is a back arrow icon followed by a text input field containing a masked email address "@unbc.ca". Below the input field is the heading "Enter password". There is a text input field labeled "Password". Below the input field is a link: "Forgotten my password". At the bottom right is a blue button labeled "Sign in".

The first time you log in you'll be presented with the following window.
You can choose to connect your personal LinkedIn account or have the two accounts remain unbound.
The following instructions will show you the process if you do not want to link the two accounts together.



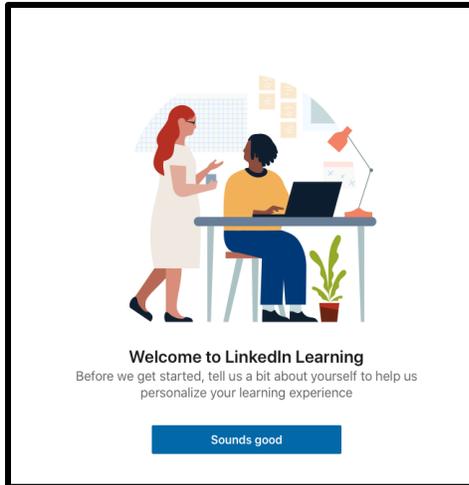
If you select “Continue without LinkedIn” you’ll be prompted to confirm your choice. In this case, select “Don’t connect my account.”



If you decide to link your account, you’ll be prompted to log in to your own LinkedIn account and enter your password for your LinkedIn account.

The following steps will be the same for everyone.

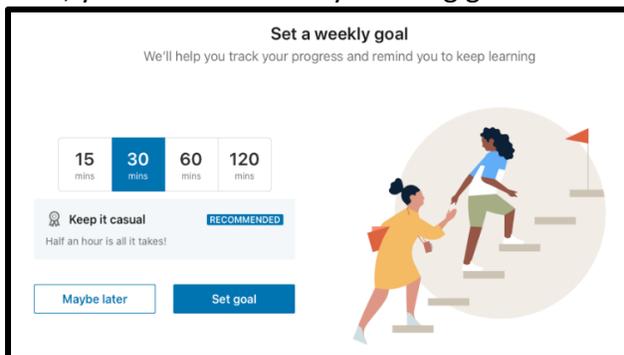
Following your account linking decision, you will enter the LinkedIn Learning Platform. First you can choose skills you are interested in. These choices will help LinkedIn Learning suggest courses for you. You will also be able to search for courses on your own.



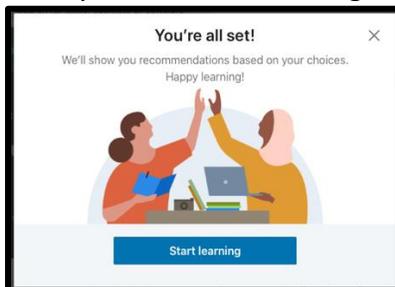
In this case, we chose five skills. After choosing your skills, please select "Continue."



Next, you can set a weekly learning goal. Then select "Set goal."

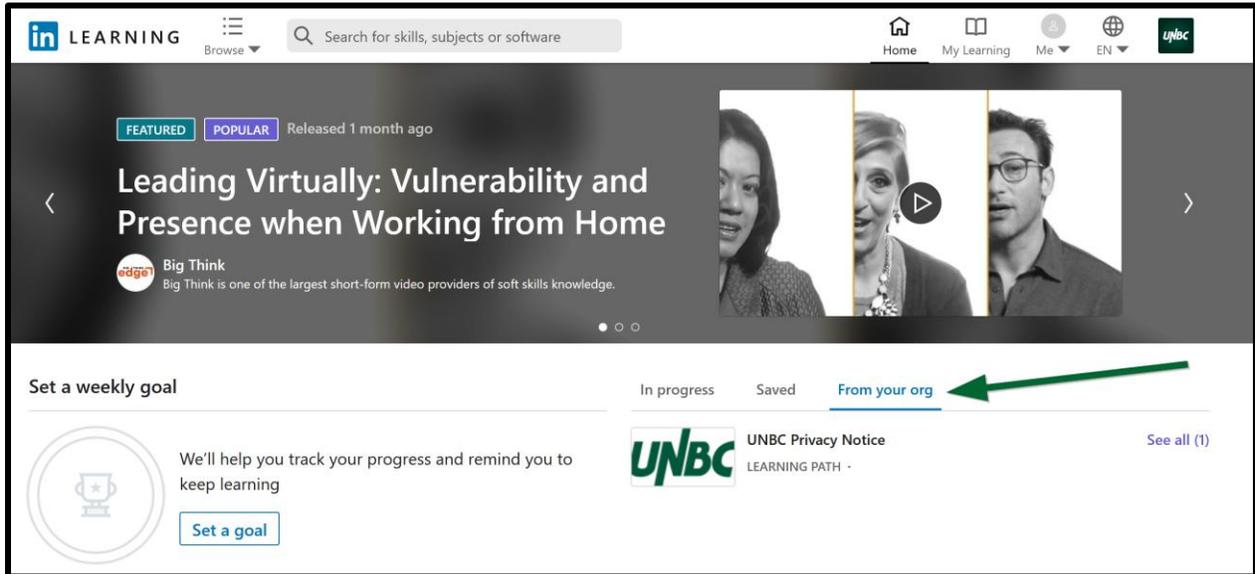


Once you've made it through these steps, you can begin using LinkedIn Learning.



UNBC recommends that you take the time to review the privacy statements for this service. There are two ways to find the UNBC Privacy Notice Learning Path.

First, on the main LinkedIn Learning page, select the “From your org” link – demarked by the green arrow in the image below.



Alternatively, you can find the learning path by selecting “My Learning” and then “From Your Organization.”

