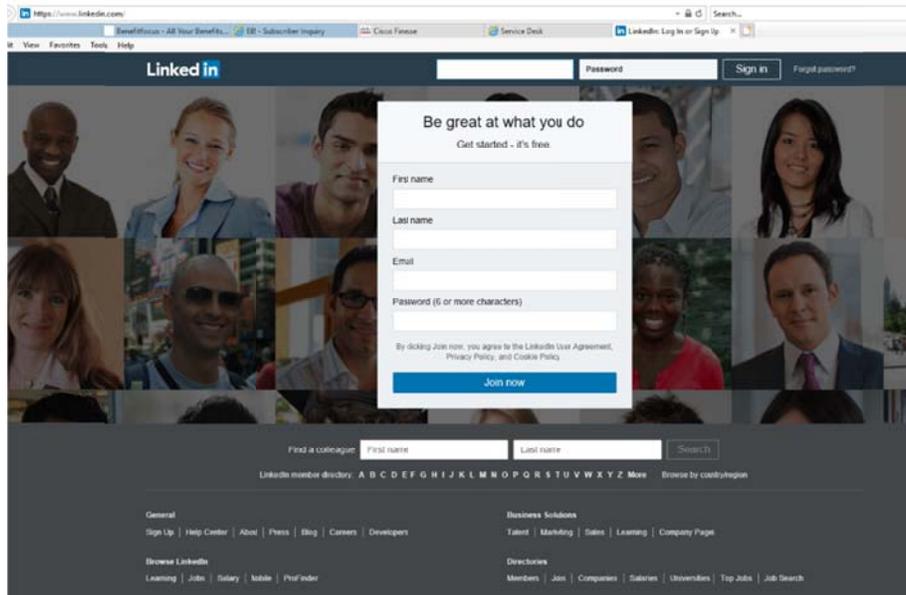
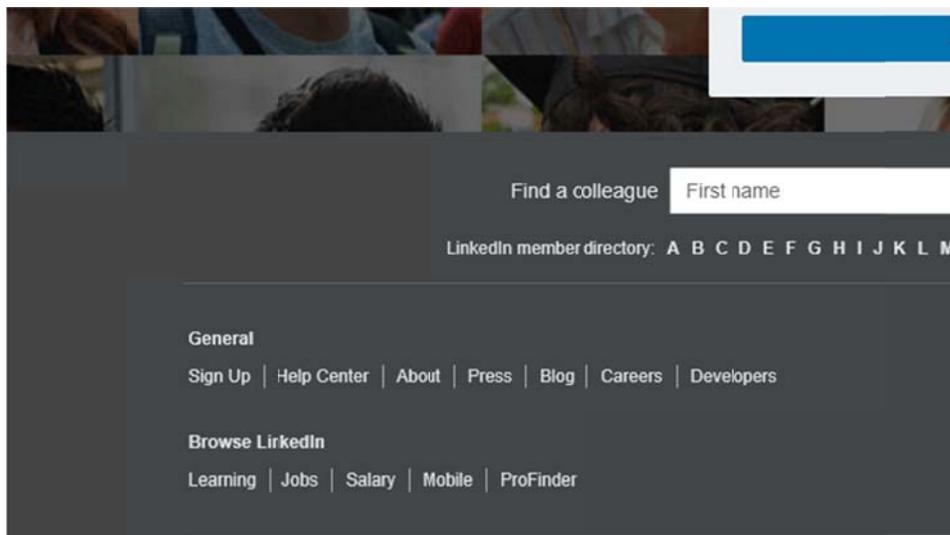


Instructions to Access LinkedIn Learning at Home

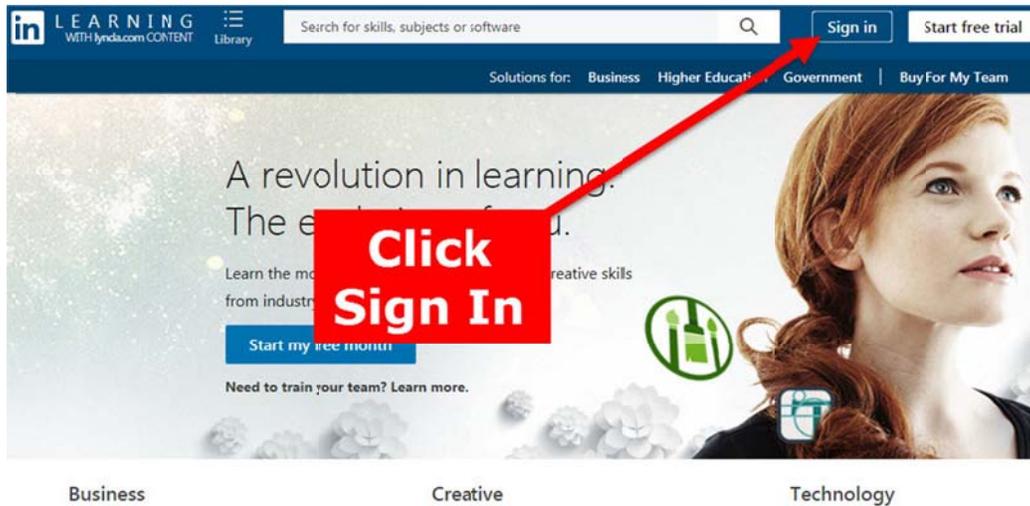
1. From your PC go to your internet browser and type in **https://www.linkedin.com/**
It will bring you to this page



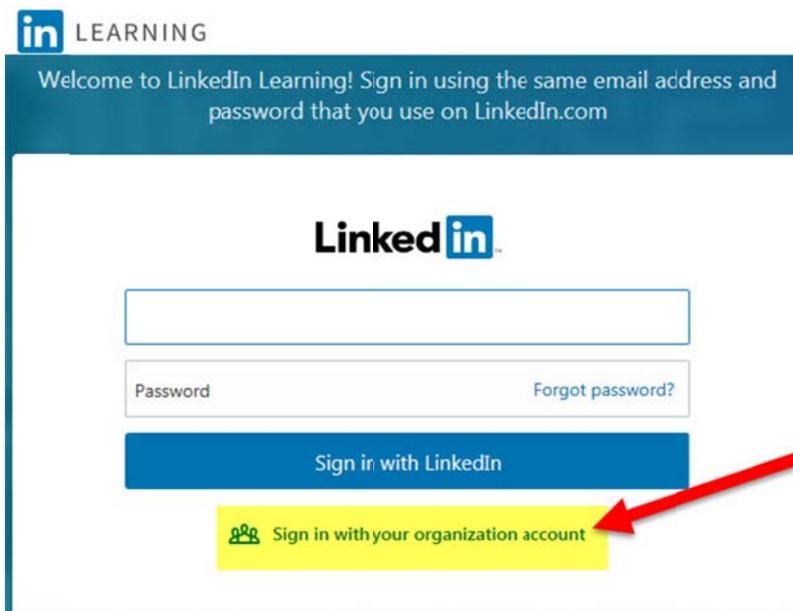
2. Scroll to the bottom under Browse LinkedIn, click on Learning



3. On the following screen, click “Sign in”.

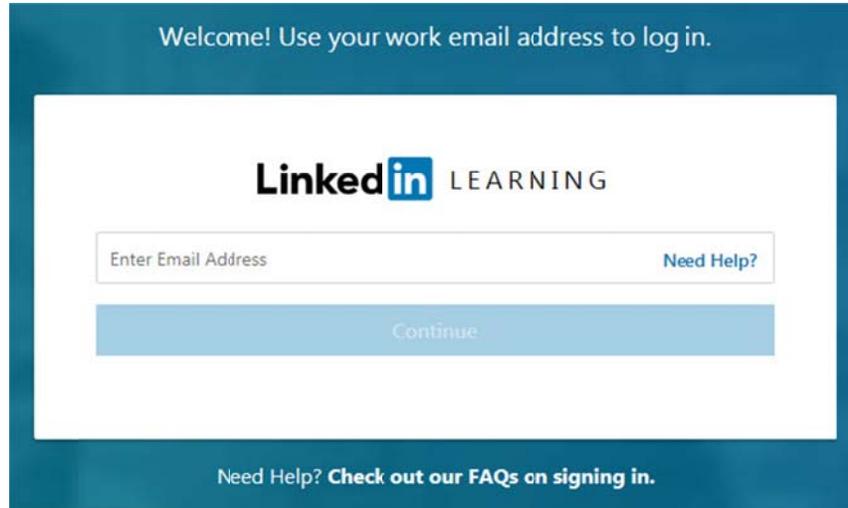


4. Click the highlighted text, “Sign in with your organization account”

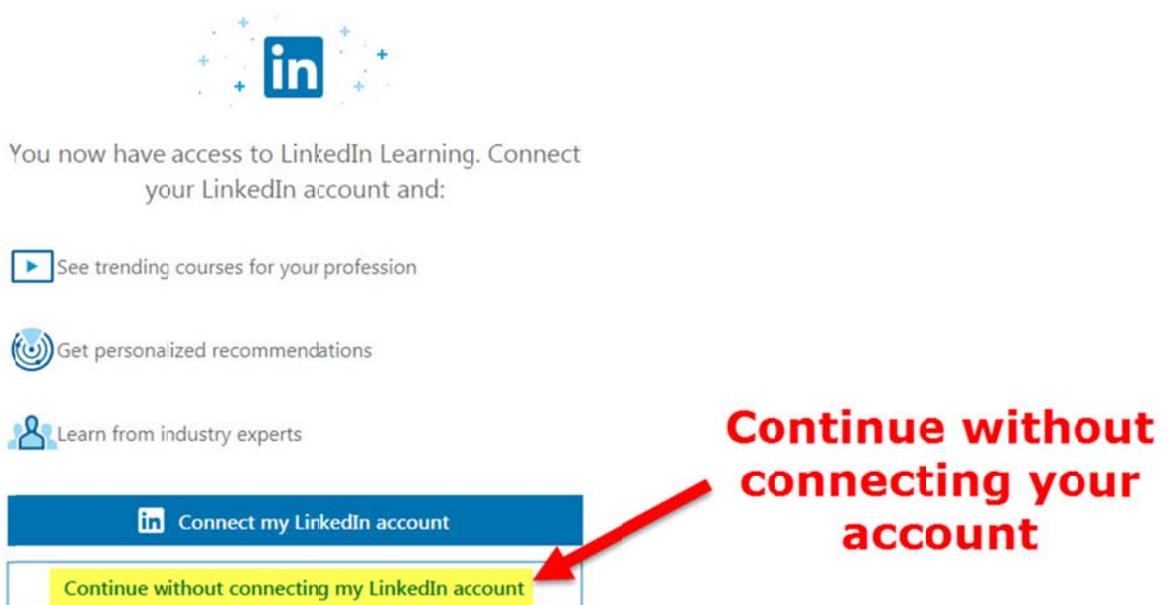


**Click to sign in
with our
organization
account**

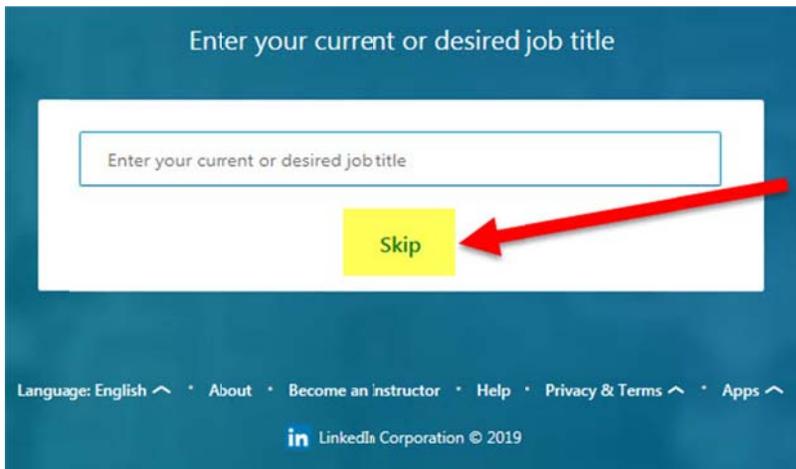
5. Enter your Santee Cooper email address. Note: Use your User ID as listed in the company phonebook on iPort which is username@santecooper.com



6. You now have the opportunity to link to your LinkedIn account. For now, continue without connecting.

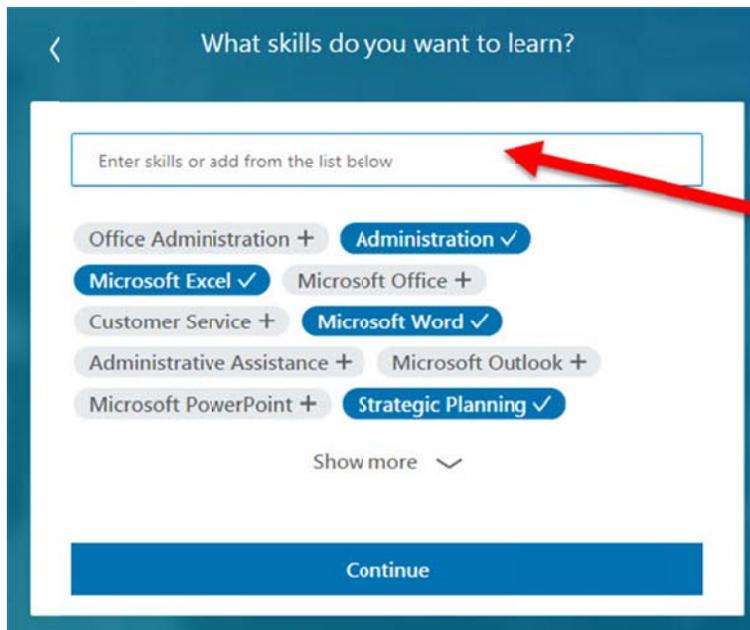


7. Enter your current or desired job title, this optional.



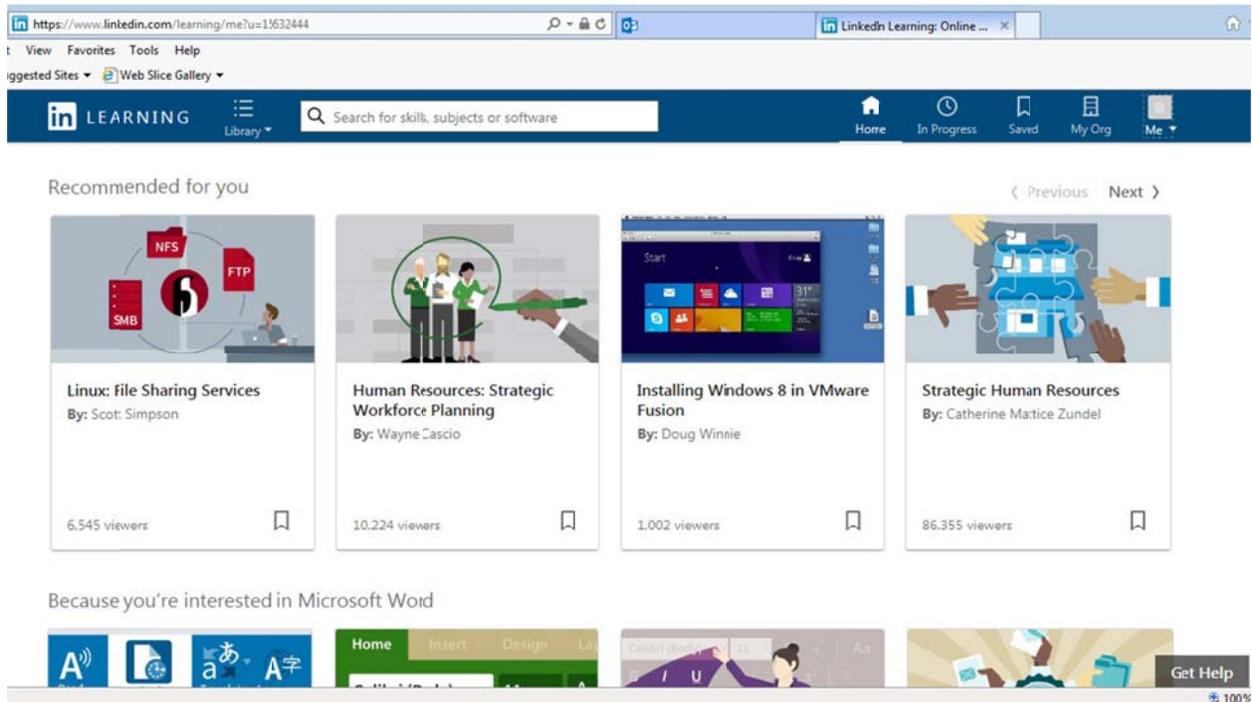
This is optional, you may enter your job title or skip and add later.

8. The next screen will prompt you for skills that you would like to learn, select at least one skill.



Select at least one skill

9. Now you have access to LinkedIn Learning



10. Next time you access LinkedIn Learning you will be taken directly to your learning homepage without having to login.

11. If you have any questions or issues with LinkedIn Learning please contact the HR Service Center @ 8888 or via email @ hrrservicecenter@santeecooper.com