



LinkedIn Learning, LMU's Free, On-Demand Training Platform

LMU has access to LinkedIn Learning, an online, self-paced learning platform that offers an extensive library of video courses to help you increase your technology, creative, and business skills. It is available to all LMU faculty, students, staff, and adjuncts at no cost to users. This training tool is provided free for the LMU community.

LinkedIn Learning is a powerful online resource that provides content relevant to your professional interests and goals. Thousands of video courses are available in topics for professional development---and even personal hobbies such as singing, guitar, and photography. Think of LinkedIn Learning as an online private tutor, available 24/7!

For example, technology training topics include, but are not limited to, Microsoft Office/Office 365 (ex. Word, Excel, PowerPoint, Outlook), using Windows 10, teaching with technology, creating interactive lessons, and much more.

LinkedIn Learning is also available as an integrated tool within Canvas. To learn more about using LinkedIn Learning in Canvas, visit the CTLE Canvas Integrated Tools web-page.

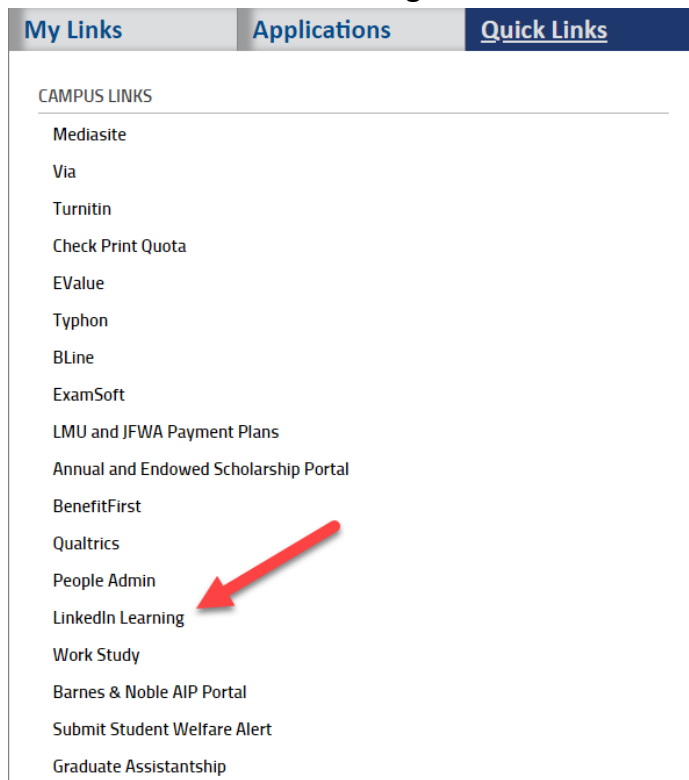
Keep reading for more information on setting up your account and the basics of navigating the platform so you can start learning. A recommended playlist of trainings is included at the end of this article.

For additional questions and assistance, contact erika.eschberger@LMU.net.edu.

Log In and Set Up Your LinkedIn Learning Account

LinkedIn Learning can be found on MyLMU under Quick Links > LinkedIn Learning.
To activate LinkedIn Learning for the first time, follow these steps:

1. Open the web browser **Google Chrome**.
2. Login to **MyLMU**.
3. Select **LinkedIn Learning** under **Quick Links**.



The screenshot shows the MyLMU navigation menu with three tabs: 'My Links', 'Applications', and 'Quick Links'. The 'Quick Links' tab is active. Below the tabs is a list of links under the heading 'CAMPUS LINKS'. A red arrow points to the 'LinkedIn Learning' link in the list.

My Links	Applications	Quick Links
CAMPUS LINKS		
Mediasite		
Via		
Turnitin		
Check Print Quota		
EValue		
Typhon		
BLine		
ExamSoft		
LMU and JFWA Payment Plans		
Annual and Endowed Scholarship Portal		
BenefitFirst		
Qualtrics		
People Admin		
LinkedIn Learning		
Work Study		
Barnes & Noble AIP Portal		
Submit Student Welfare Alert		
Graduate Assistantship		



Congrats! You now have access to LinkedIn Learning.

Connect your LinkedIn account and:



Easily access learning directly from LinkedIn.com




Share your learning achievements with your network



Discuss what you're learning with peers and experts

Don't worry, your organization will only be able to see your profile information (e.g. name, title, photo) and LinkedIn Learning activity.

 **Connect my LinkedIn account**

Continue without LinkedIn

Still not sure? [Learn more](#)

4. Choose **one** of the options on the Congratulations pop up that appears:

1. **Connect my LinkedIn Account**

- Follow the prompts to connect or create a LinkedIn account.

OR

2. **Continue without LinkedIn**

- The best option to choose if you do not have a LinkedIn personal account or do not wish to connect them.

Please note: *It is not at all required to choose to connect a LinkedIn account to gain the benefits of the LMU LinkedIn Learning campus license. LinkedIn is an online professional network **separate** from your LMU accounts. For more information on a LinkedIn account, visit their website [here](#).*

5. Click **Sounds Good** on the Welcome to LinkedIn Learning Page.



Welcome to LinkedIn Learning

Before we get started, tell us a bit about yourself to help us personalize your learning experience

[Sounds good](#)

6. Get started **by selecting three or more skills** you're interested in learning.

What are you interested in?

We'll show you courses based on the skills that you select



Management	Project Management	Leadership	Personal Development	Business Analysis
Entrepreneurship	Customer Service	Human Resources (HR)	Finance	Sales
Marketing	Training & Development	Accounting	Career Development	

What are you interested in?

We'll show you courses based on the skills that you select

Data Science	DevOps	System Administration	Software Development	Cloud Computing
Databases	Web Development	Technical Support	Mobile Application Development	

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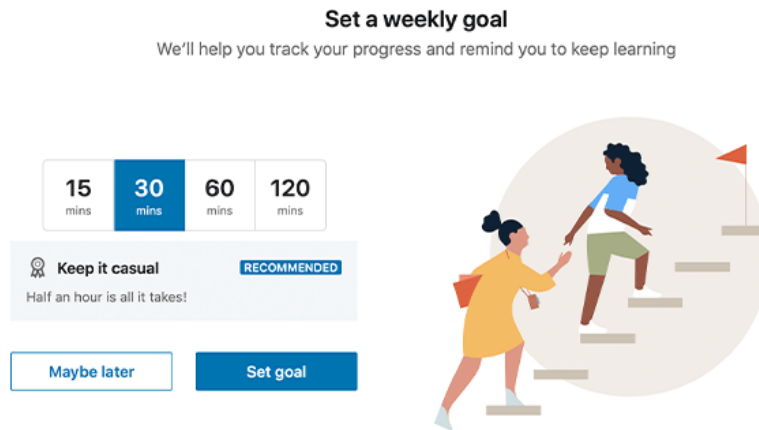
Graphic Design	Architecture	Animation	User Experience Design (UED)	Photography
Video Production	Audio Recording			

We recommend following 3 skills to find courses that you care about.

[Continue](#)

7. Click **Continue**.

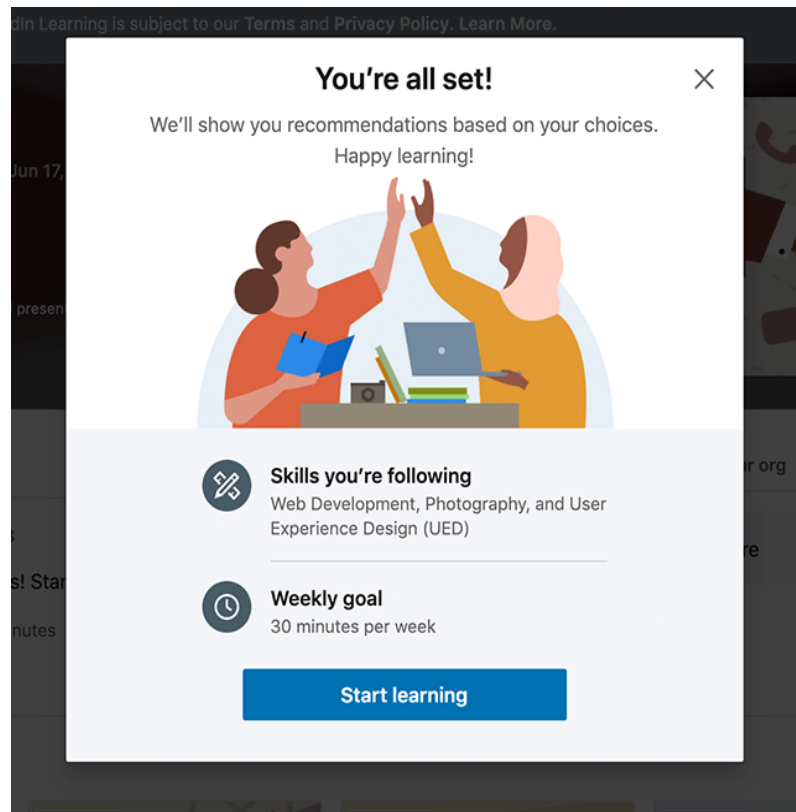
8. Set a weekly goal with **Set Goal** OR choose **Maybe Later**. *It is not required to set a goal; this is an optional reminder function.*



9. Click **Start Learning** in the pop-up screen to complete your initial set-up.

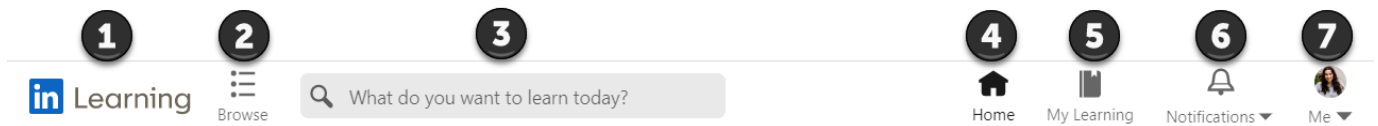


You are now ready to find material and use LinkedIn Learning! You will always use the link to LinkedIn Learning under Quick Links on MyLMU to access your account. It will now sign you in with your LMU credentials when clicked.



Navigate the LinkedIn Learning Interface

The navigation bar at the top of the screen is always displayed and provides the following navigation:



1. Select the **LinkedIn Learning logo** at any time to return to your home page.
2. Select the **Browse** icon to view a drop-down menu of LinkedIn Learning topics.
3. Enter keywords in the **Search** field to find LinkedIn Learning courses and content matching your search term.
4. Select the **Home** icon at any time to return to your home page.
5. Select the **My Learning** icon to see your saved courses, courses you are currently working on, your learning history, and recommended courses.
6. Select the **Notifications** icon to view recent notifications about recommended courses or courses you are enrolled in.
7. Click the **Me** icon to view your account settings and review your LinkedIn Learning content.

LinkedIn Learning Terminology

Video: Short micro-learning resources typically 2-10 minutes allowing you to get key learnings quickly.

Course: Focused instruction typically lasting 30 minutes to 2 hours. Courses are made up of individual videos and can be started and stopped at any time as needed.

Learning Path: Curated courses and/or videos focused on a broader topic for learners to explore in a *sequential order*.

Collection: Curated courses and videos on a broader topic for learners to explore in *any order*.

Erika's Recommended Playlists

Below are curated playlists for the LMU community created by the [Chief Instructional Technologist](#), Erika Eschberger. These suggestions to get you started. Playlists are designed to be used on a pick and choose basis to select what suits your personal and professional needs best.

Please note: users must have activated their account **before** clicking these links **and** be logged into LinkedIn Learning to utilize.

For Students:

- [Student Skills Recommended Playlist \(Pick and Choose\)](#)

For Faculty/Staff:

- [Staff Skills Recommended Playlist \(Pick and Choose\)](#)
- [Faculty Skills Recommended Playlist \(Teaching with Technology\)](#)
- [Microsoft Office/Office365](#)
- [Productivity and Well-Being Essentials](#)