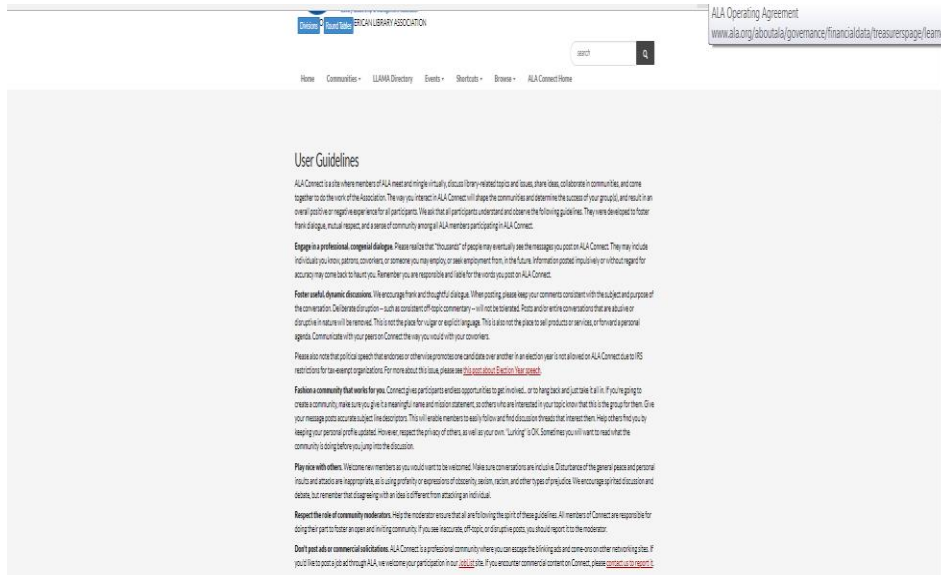


Updating Your Profile and Interests

Step 1:

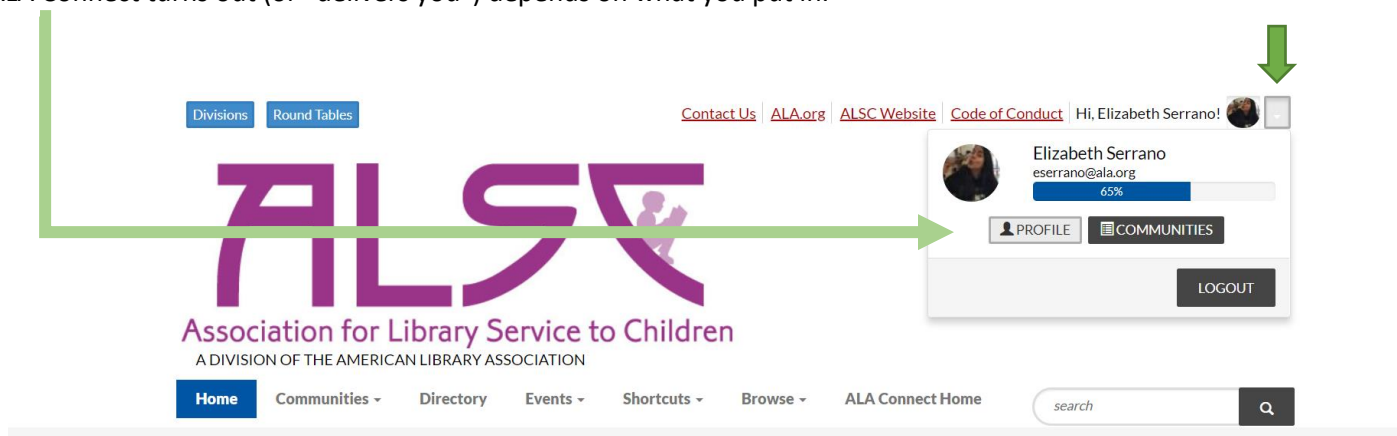
When you log into the new site, the first screen to appear will be the “Accept User Guidelines” screen. Please read through these guidelines to understand user expectations and then scroll down and “Accept” or “Decline.” **Please note: if you decline, you will not have access to the ALA Connect site.**



Step 2:

Updating your profile!

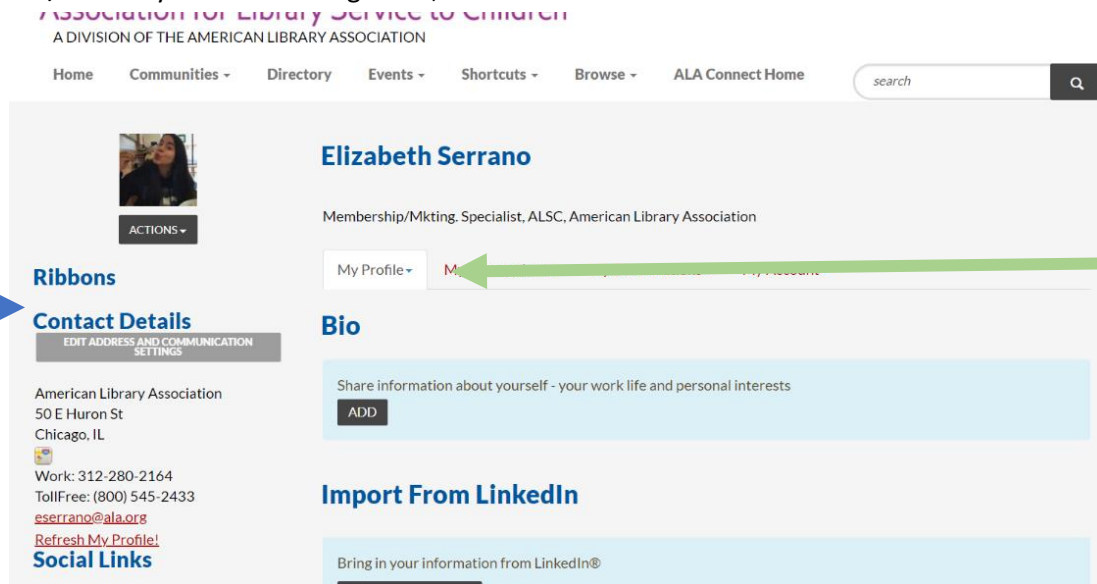
To get the most out of ALA Connect—like personalized content and relevant networking options—be sure to update your profile! The amount and value of the resources, information, and opportunities that ALA Connect turns out (or “delivers you”) depends on what you put in.



- Locate and click on (?) the small drop-down arrow at the top, right-hand corner of the page. Then click “Profile.”

- Fill every field possible under the “My Profile” tab. This includes: a bio, LinkedIn information (if applicable), education, job history, professional associations, honors and awards, current job role, ethnicity, and your interests*
- You can also edit your “Address and Communication settings.”

Filling in these fields as completely as possible helps build and strengthen your profile, which will result in better networking opportunities -with individuals who: work in the same field as you, live/work in your surrounding areas, or share similar interests.



*Completing the “Interests” section is extremely beneficial. Doing so ensures that you are part of the latest discussions surrounding your field of work or specific areas of interest, and that you receive timely information about professional development opportunities from in-person conferences to online learning.

