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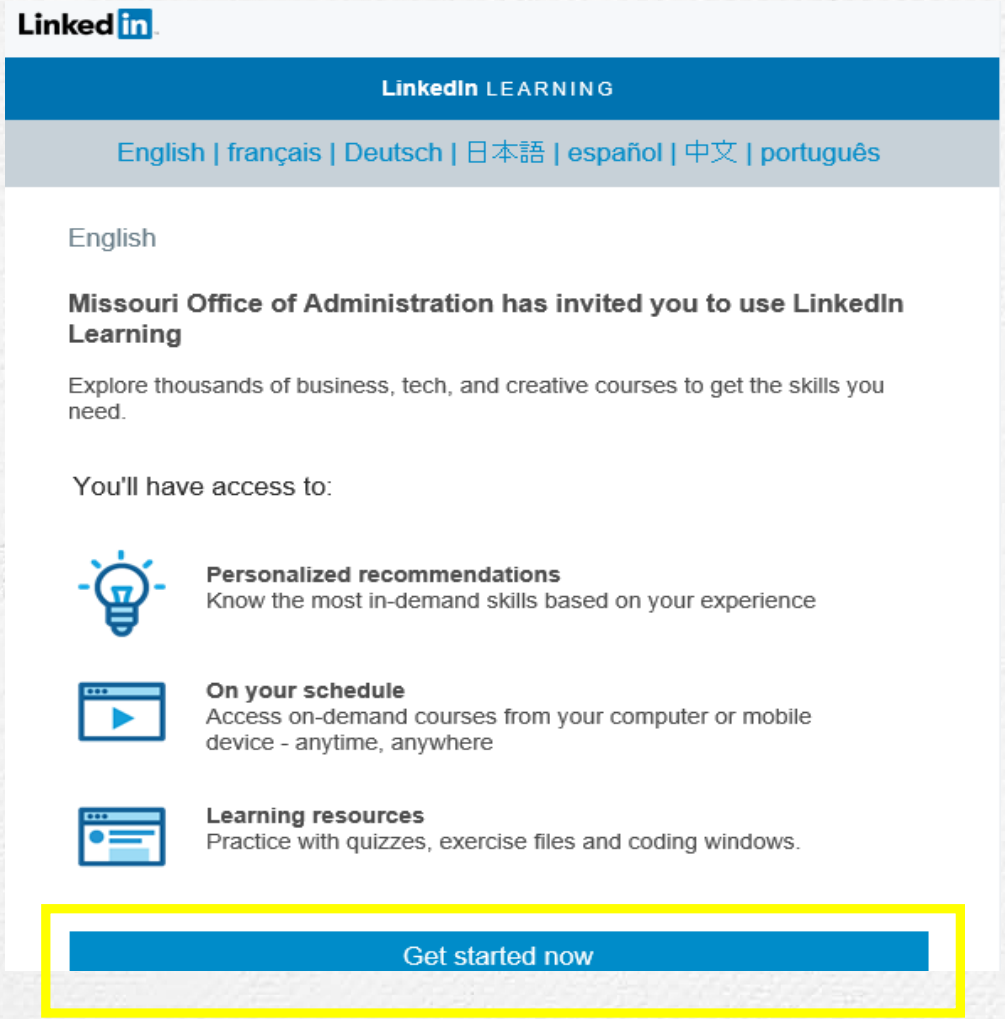
LinkedIn Learning

Mobile Access Guide

First — Activate your LinkedIn Learning account



To ensure you can access LinkedIn Learning on your mobile phone, **you are advised to first sign on using your desktop or the Internet browser on your mobile phone.**

You will receive an email (see picture to the left) to activate your LinkedIn Learning account.

For steps to activate your account, read the How to Sign On guide.

Once you've activated your account, continue with the following steps.

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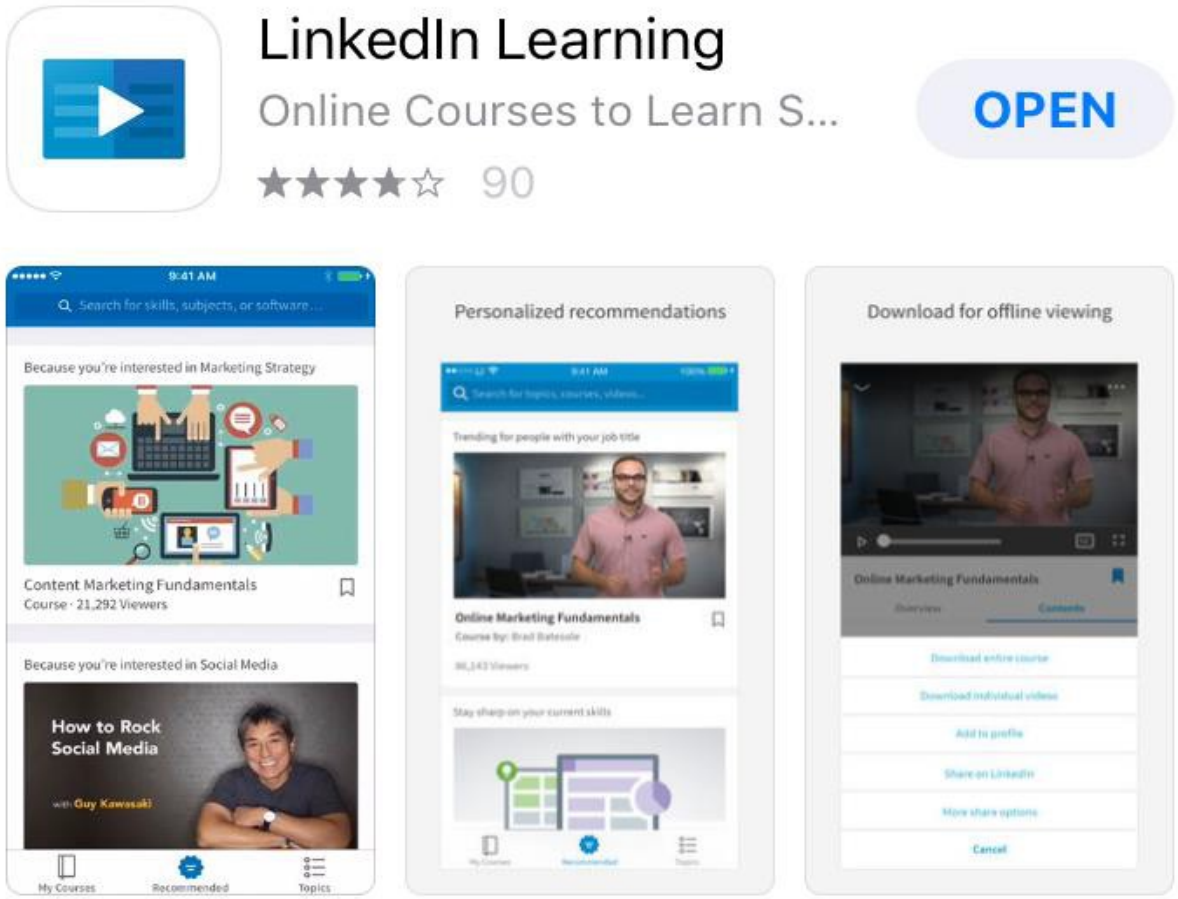
Download the LinkedIn Learning app



Download the LinkedIn Learning app.

Moving forward, this will be a great way to access LinkedIn Learning on your phone.

iPhone users: Download the app from the App Store.

Android users: Download the app from Google Play.

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Single Sign On User

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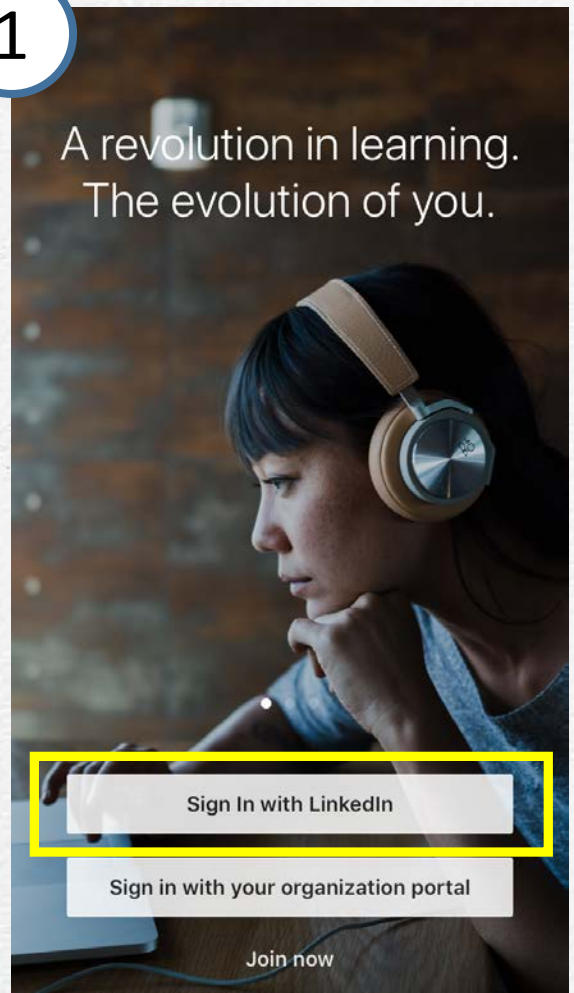
Single Sign On – Connected to LinkedIn profile

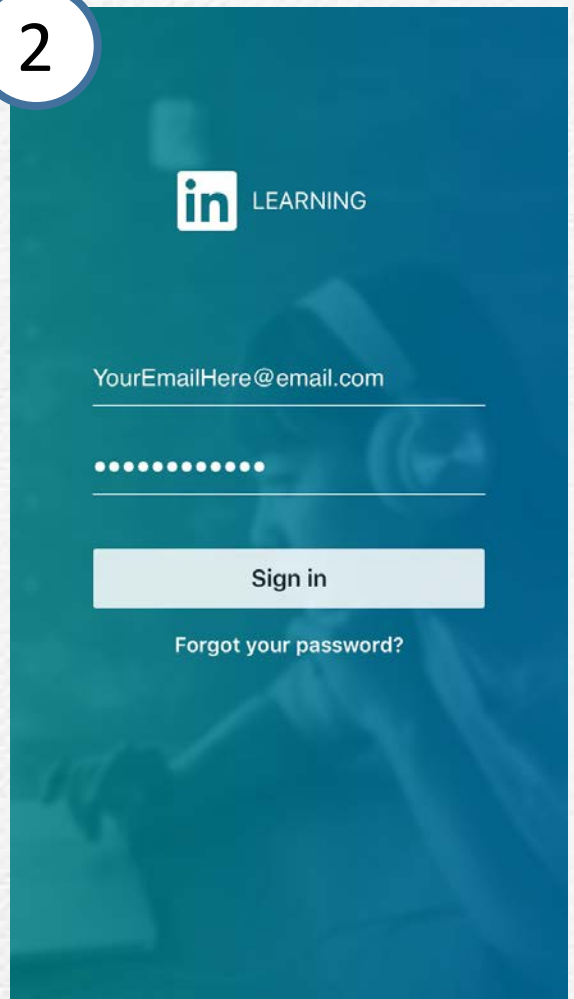
1

Choose the option to Sign In with LinkedIn



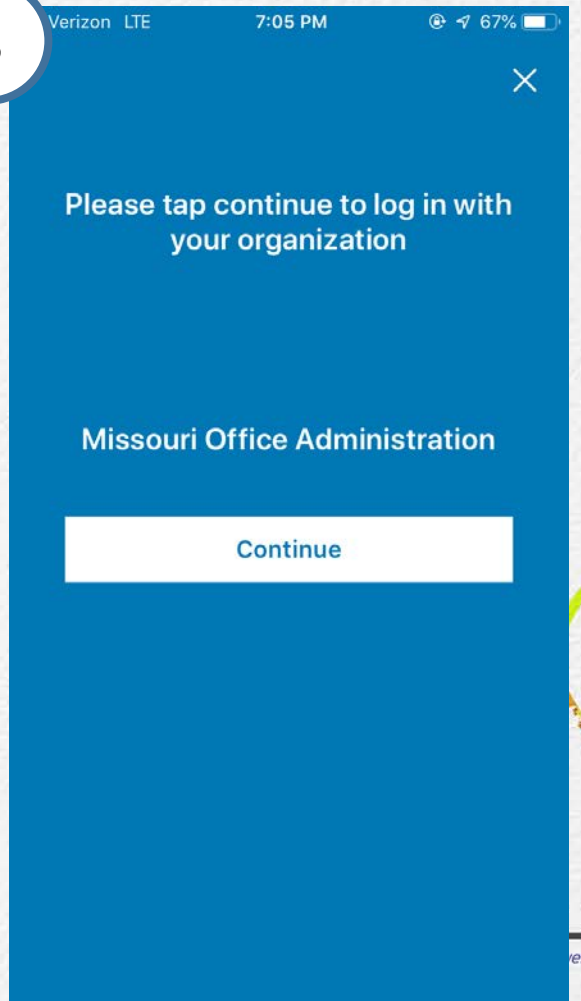
2

Enter your username and password for your LinkedIn profile.



3

This screen will appear to connect you with the “Missouri Office Administration.” Click Continue.



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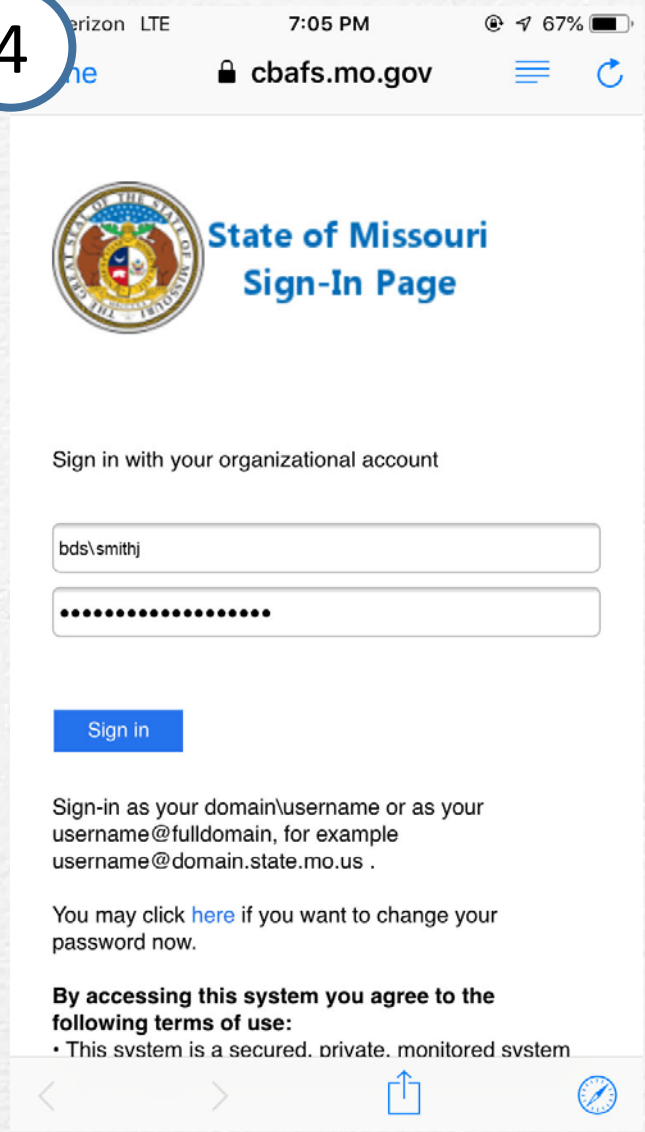
Single Sign On – Connected to LinkedIn profile

4



- Enter the domain for your department (ads, bds, cds), a backslash (\), and your network username on the first line (e.g. bds\SmithT).

- Department domains:
  ADS – DED, DHE, DIFP, DNR, DOC, DOLIR, DOR, MDA
  BDS – DESE, DPS, OA
  CDS – DHSS, DMH, DSS

- Enter your network password on the second line. This is the same password you use to log into your computer.

- **After you've completed Step 4, you will then be logged into the LinkedIn Learning app. You won't have to repeat these steps unless you log out.**

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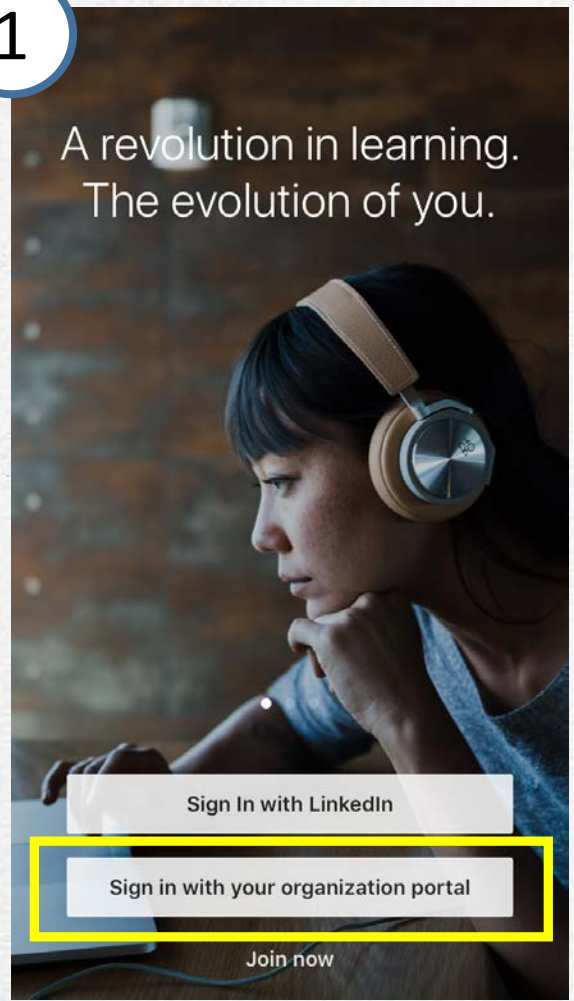
Single Sign On – **Not** connect to LinkedIn profile

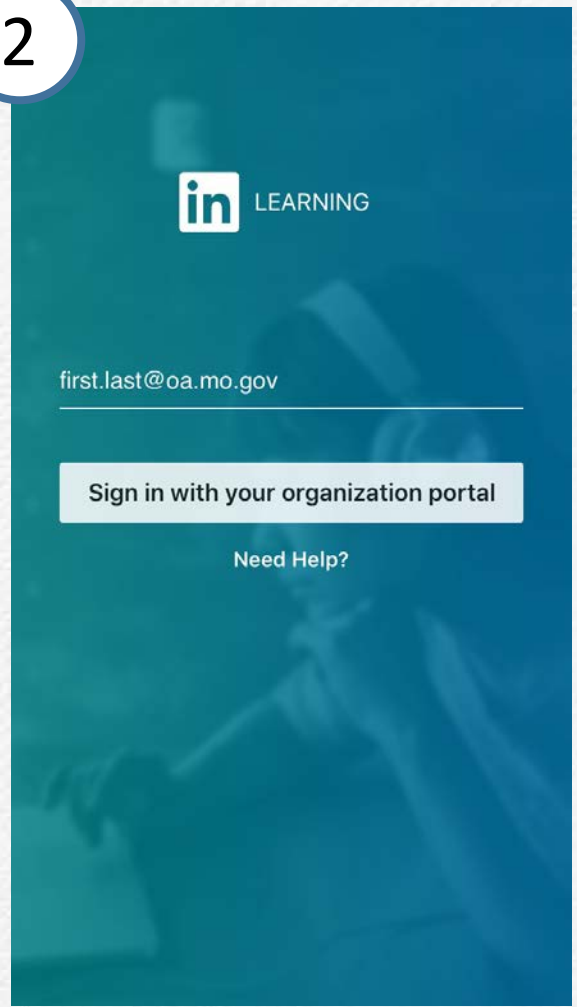
1

Choose the option to Sign in with your organizational portal.



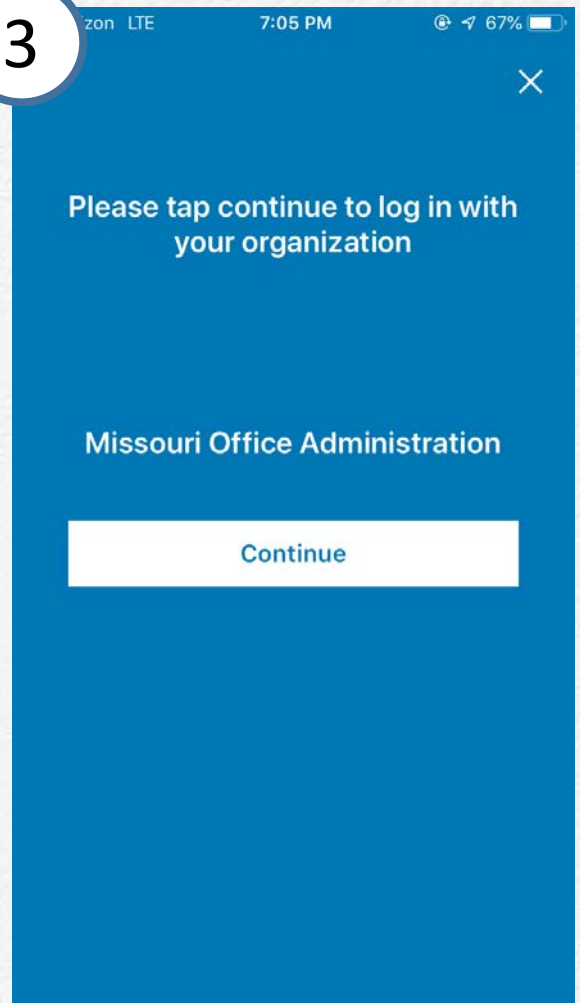
2

Enter the work email address used for activation.



3

Log in with the “Missouri Office Administration.” Click Continue.



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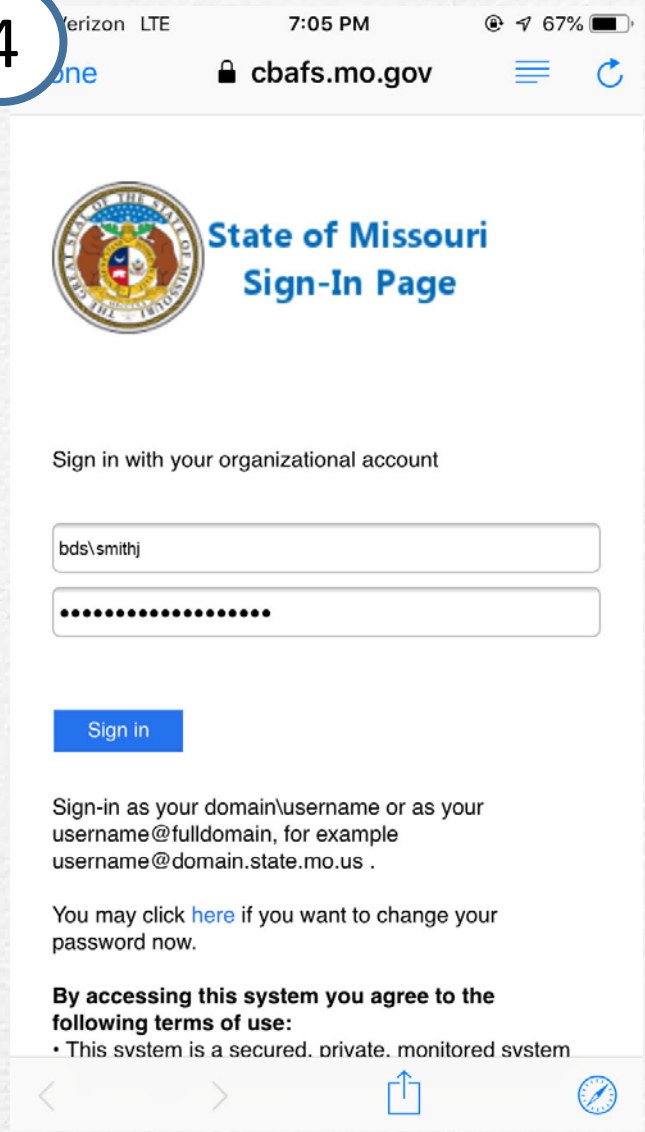
Single Sign On – **Not** connect to LinkedIn profile

4



- Enter the domain for your department (ads, bds, cds), a backslash (\), and your network username on the first line (e.g. bds\SmithT).

- Department domains:
  ADS – DED, DHE, DIFP, DNR, DOC, DOLIR, DOR, MDA
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Email Verification User
(Non-Single Sign On)

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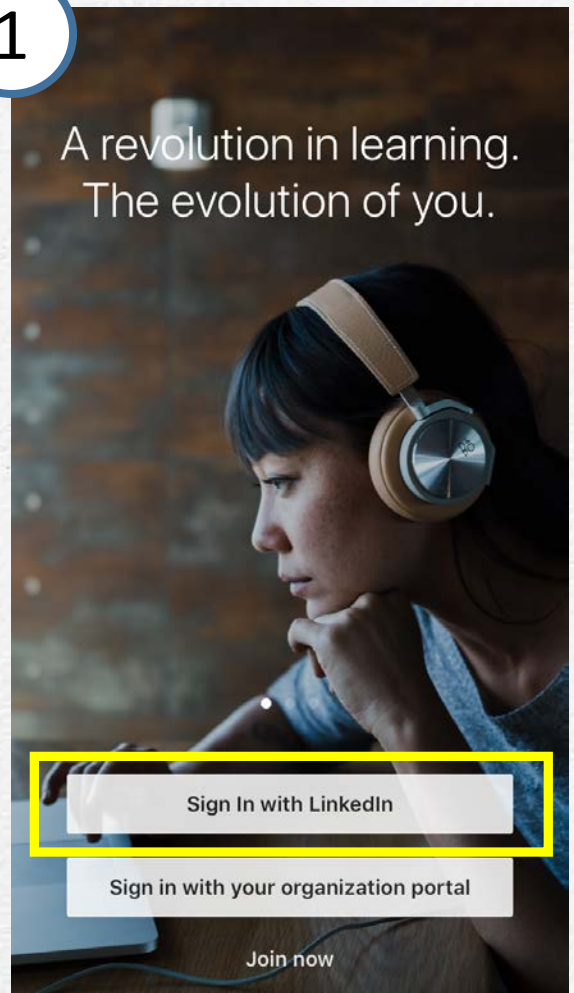
Non-Single Sign On – Connected to LinkedIn profile

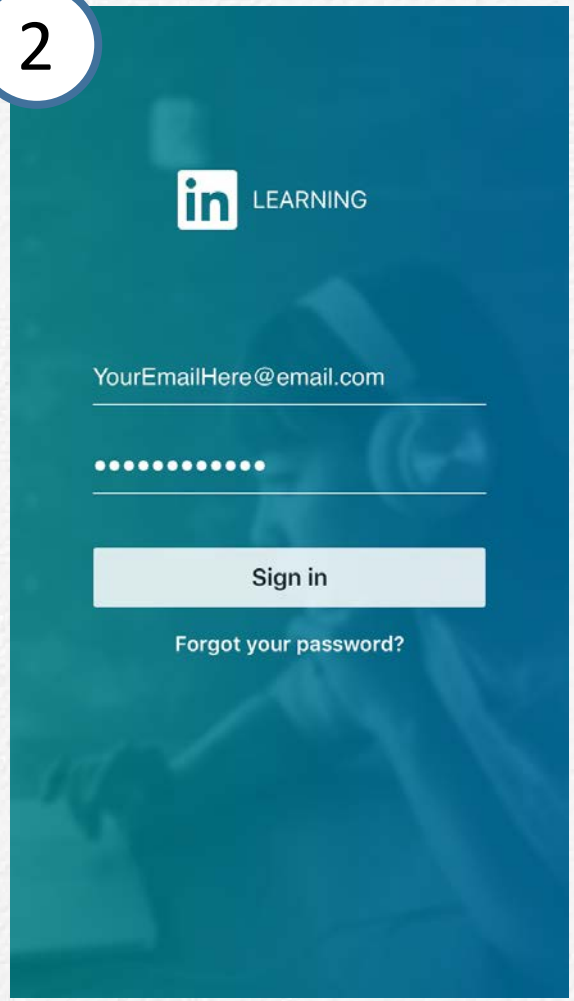
Choose the option to Sign In with LinkedIn

1



Enter your username and password for your LinkedIn profile.

2



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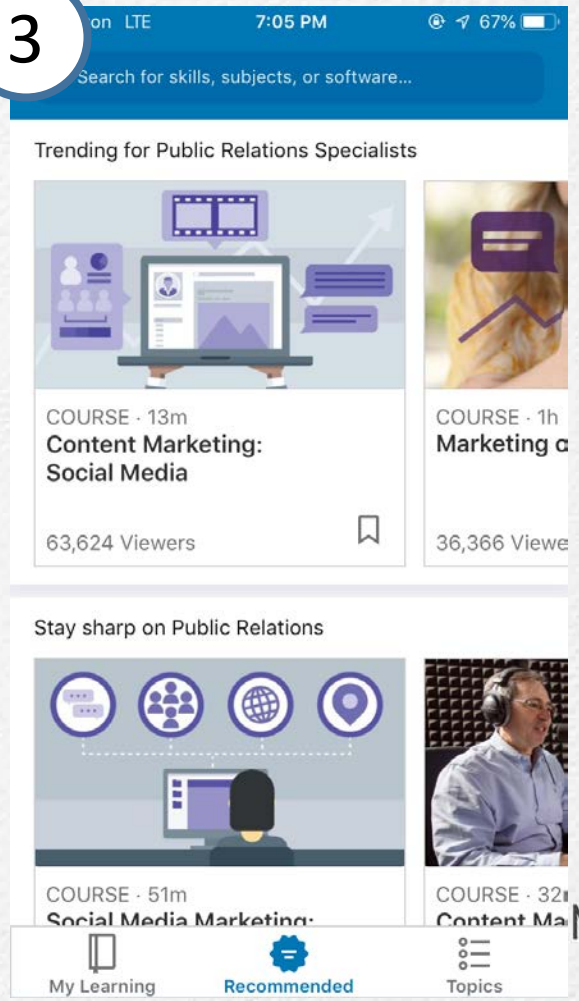
3



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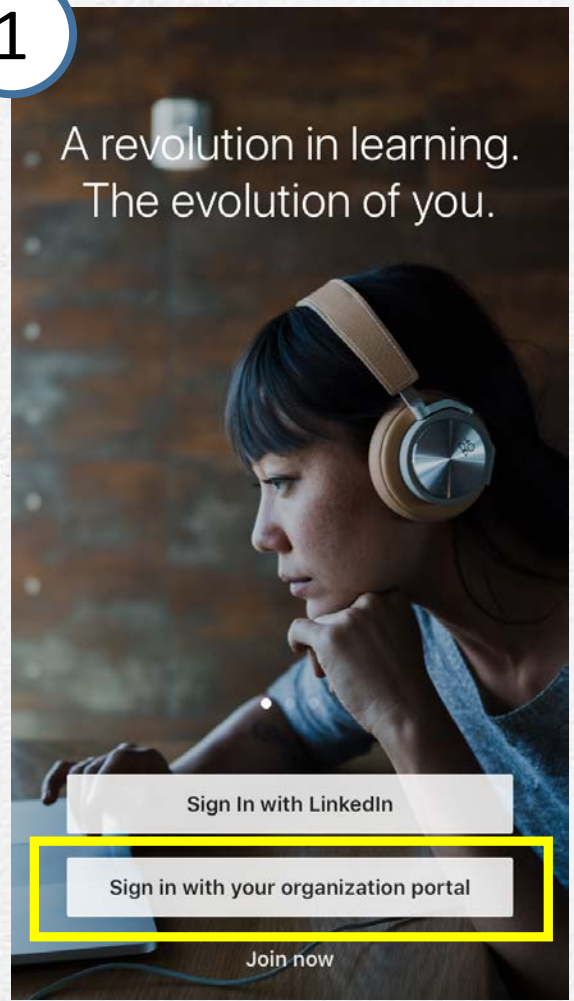
Non-Single Sign On – **Not** Connected to LinkedIn profile

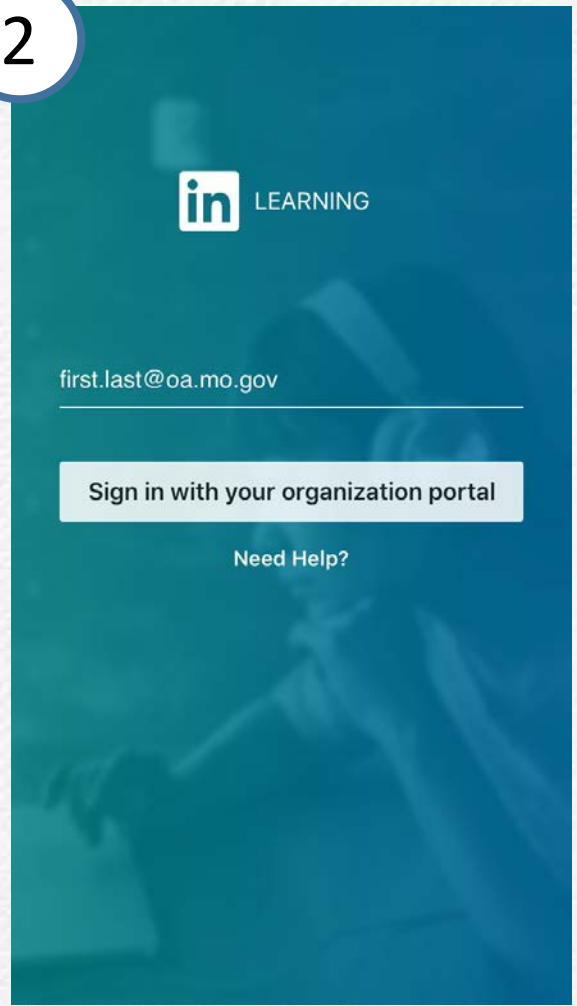
Choose the option to Sign in with your organizational portal.

1



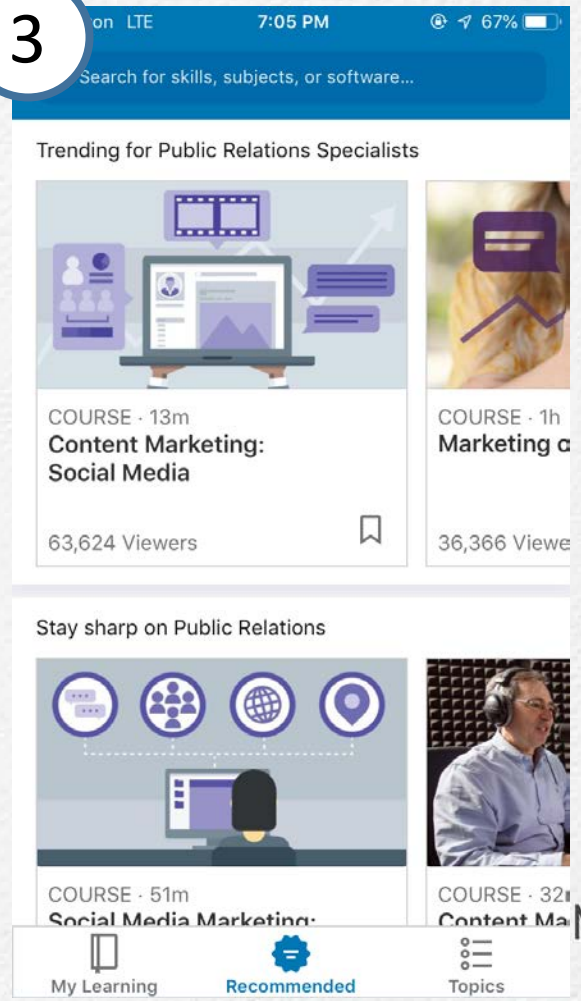
Enter the work email address used for activation.

2



You will then be logged into the LinkedIn Learning app. You won't have to repeat these steps unless you log out.

3



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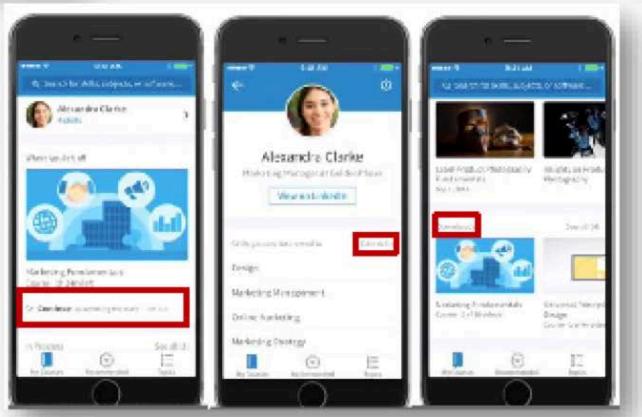
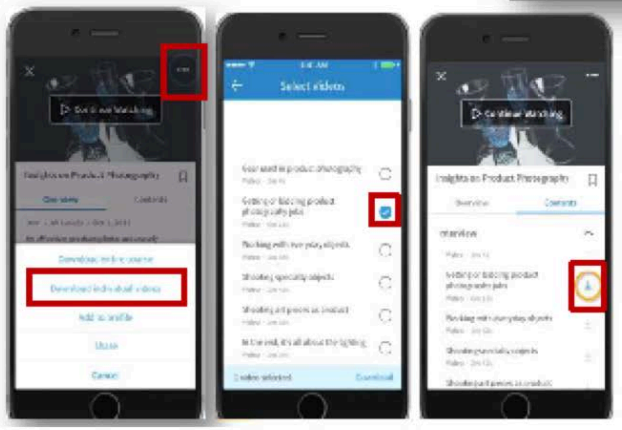
Start learning!

Navigate through My Courses page to Edit Skills, Continue Watching Courses, View Saved Content & more





Download full courses or individual videos for Offline Viewing

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Making the most of your mobile access

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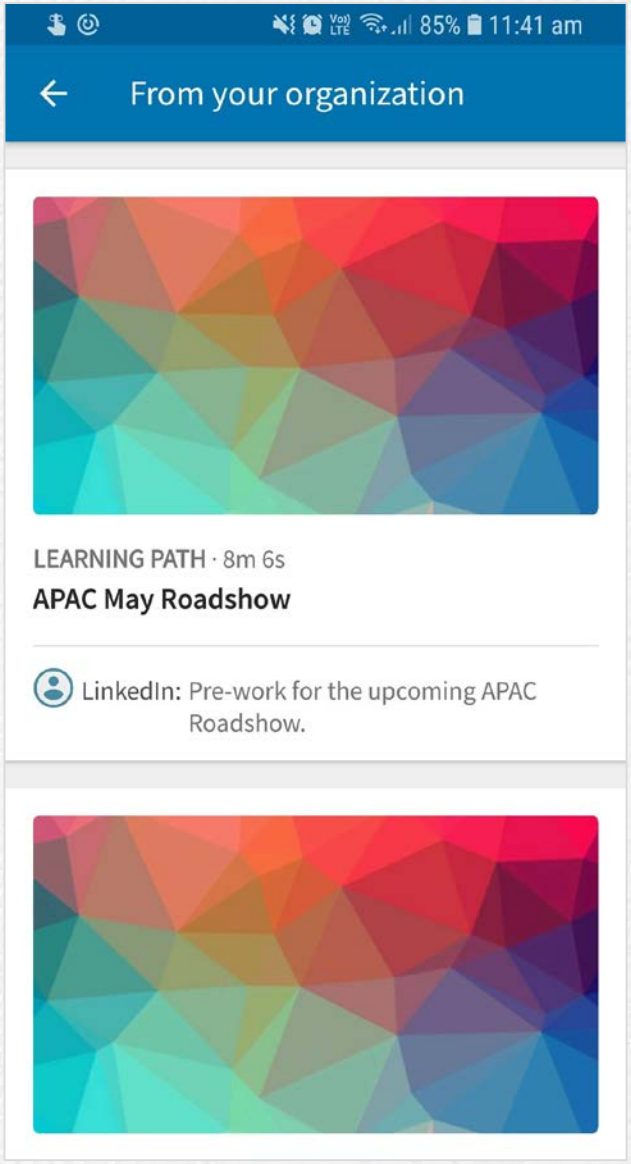
Find Learning Paths from your organization

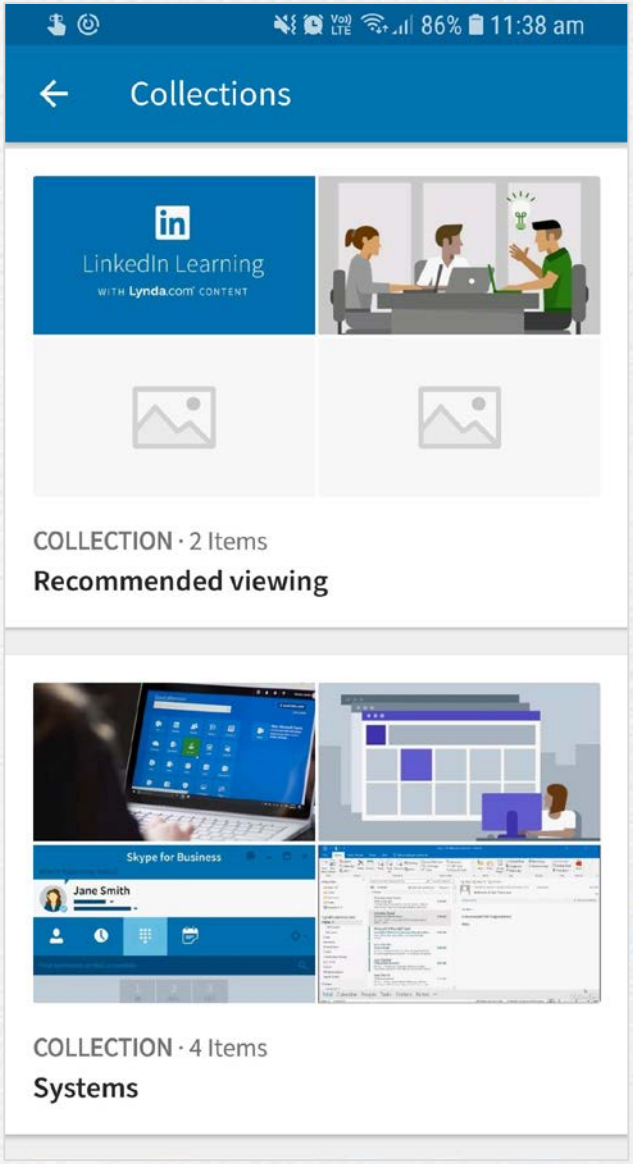
Complete content recommended by your organization via Learning Paths.

Create a custom learning experience

Create Collections, to group your learning pathways into your focus skills.

Organizations can create Collections, to serve as “reference bookshelves” for staff.





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Course view

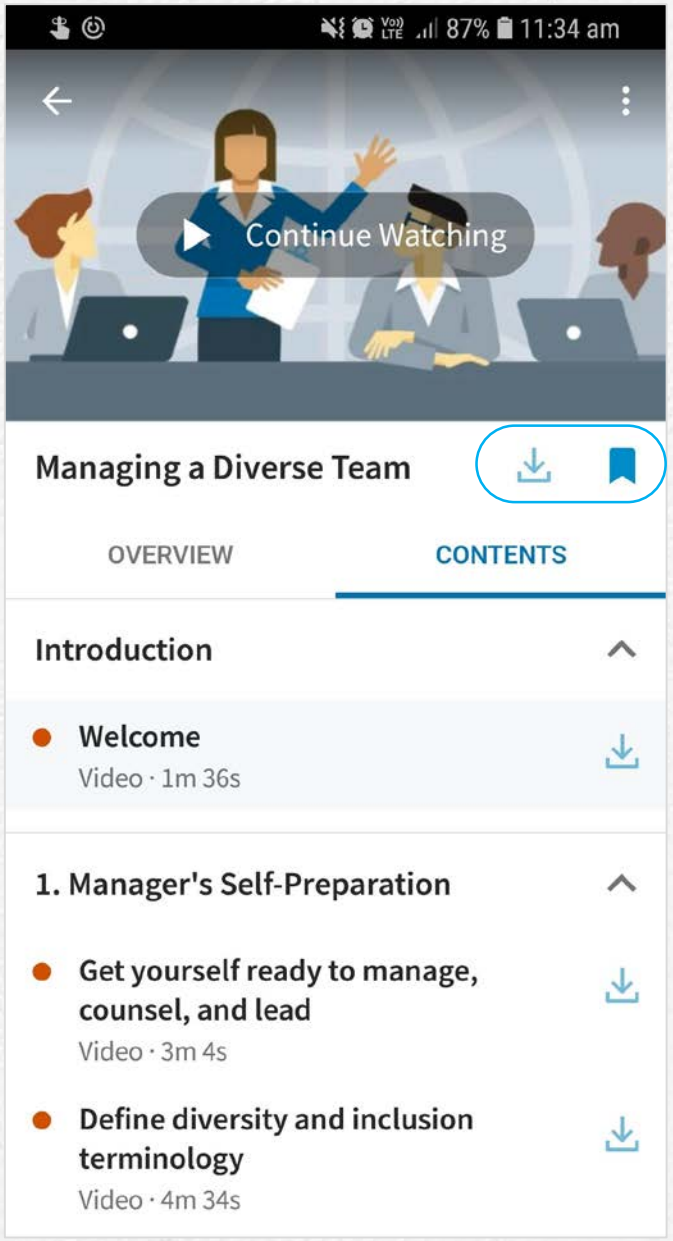
Browse course contents easily to find the video you need.

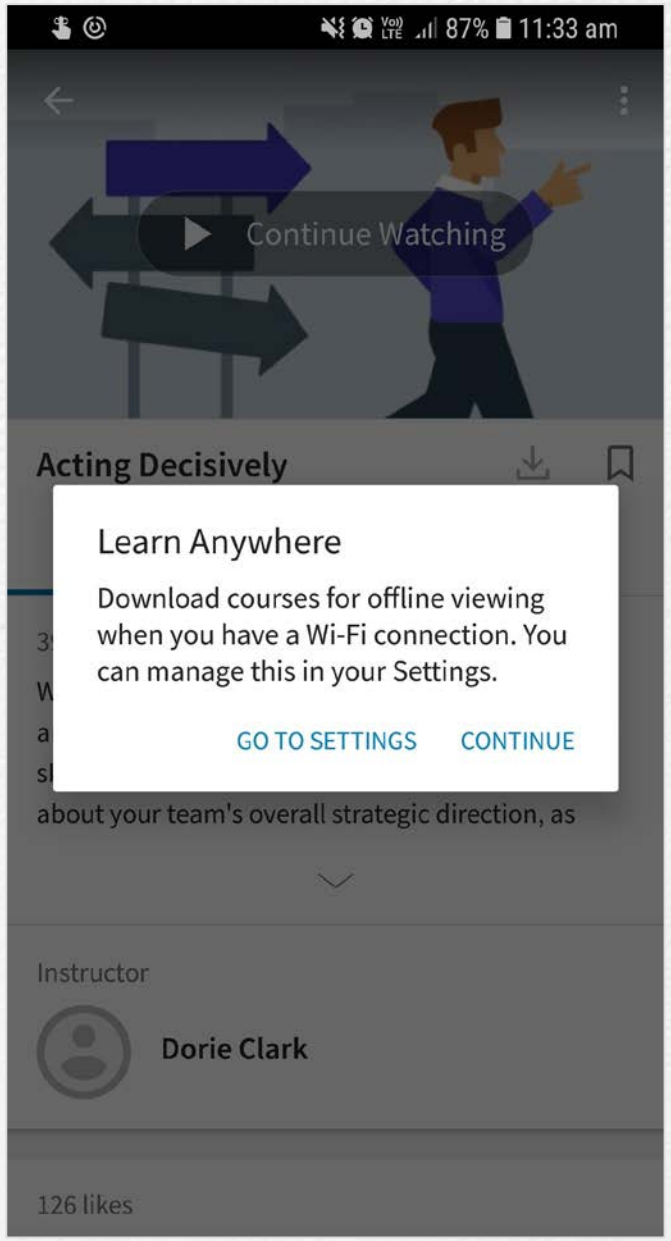
Save content to view later.

Download feature: Download courses on Wi-Fi and keep learning.

If the team member is overtime eligible, special rules apply. Please find more information in the MO Learning Frequently Asked Questions.

Before taking any course on LinkedIn Learning after normal business hours, an overtime eligible employee must request and receive written permission from his or her supervisor using the After Hours LinkedIn Learning Authorization form.





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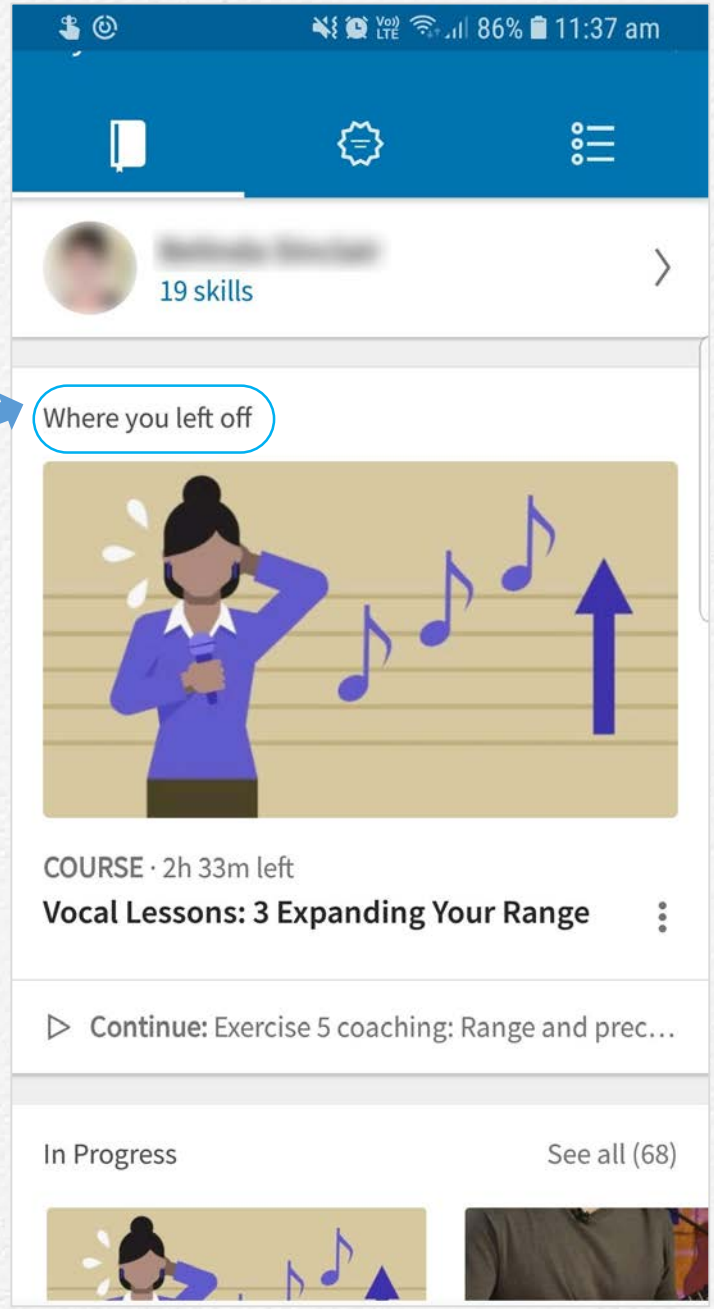
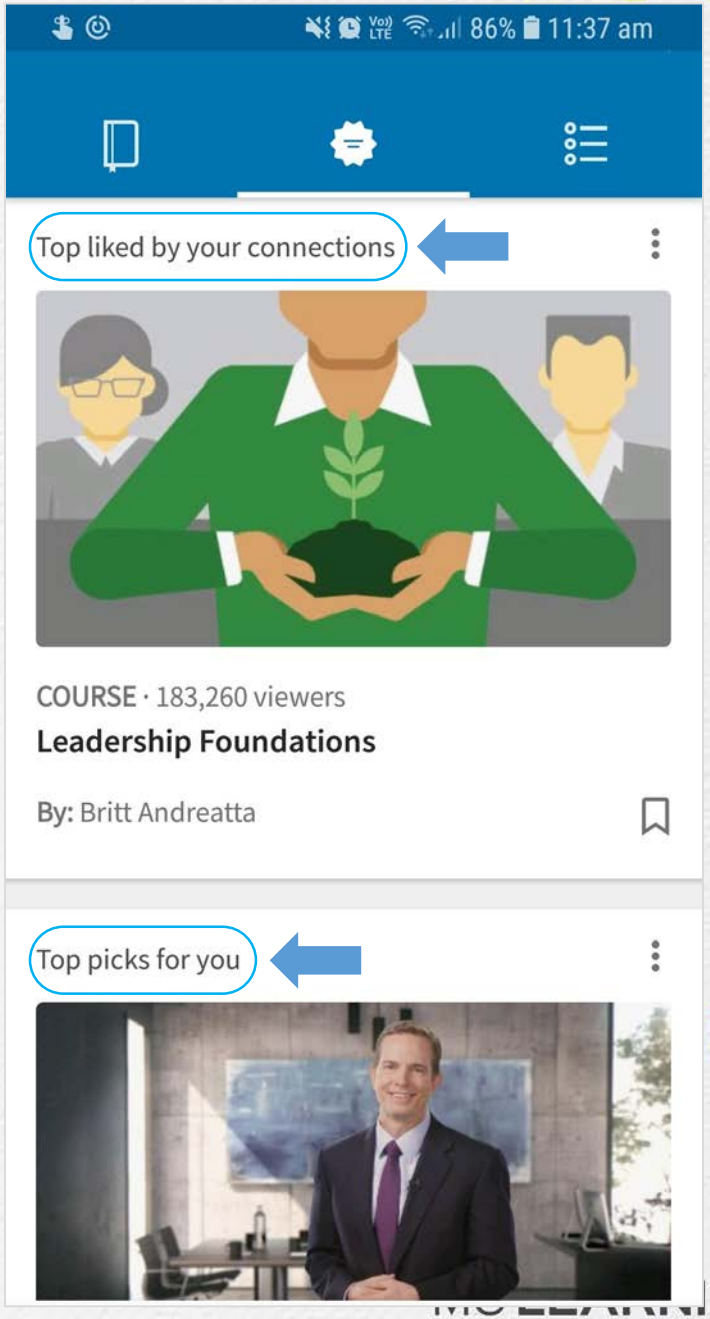
Browse your learning feed

Pick up where you left off from your last session.

Explore curated lists relevant to your role and your viewing history.





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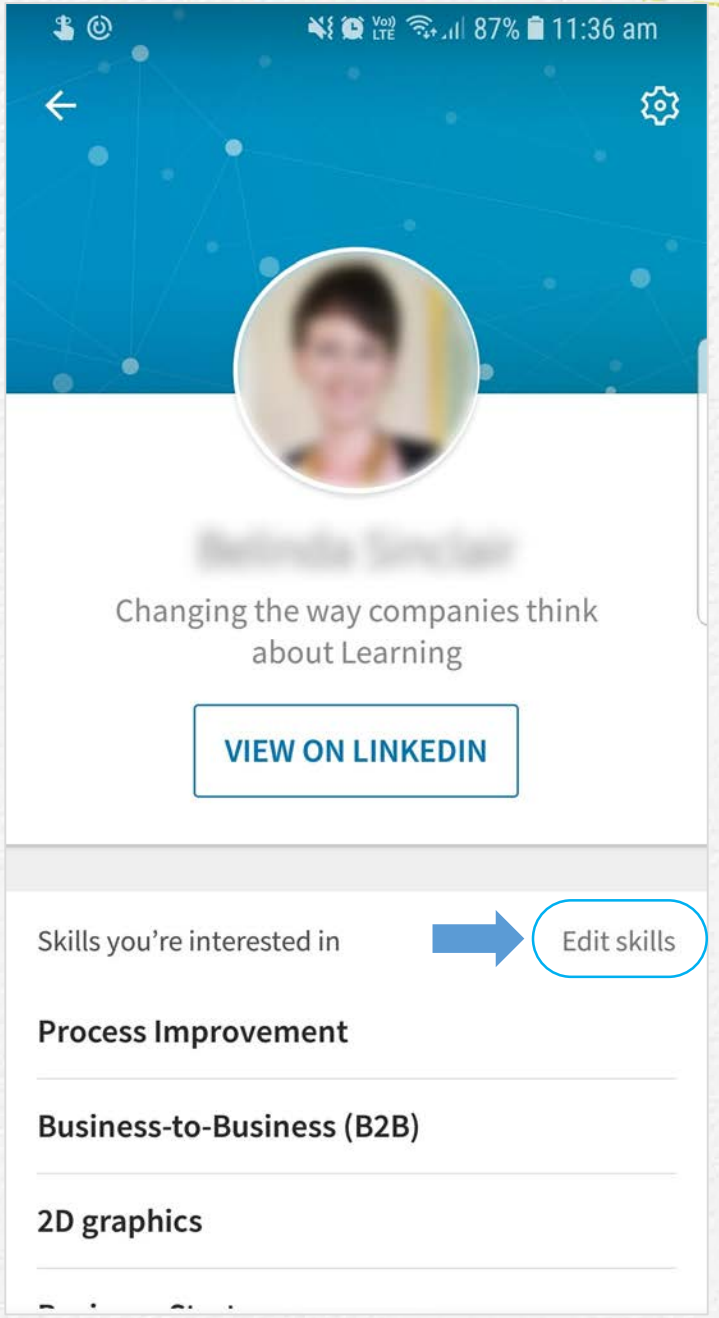
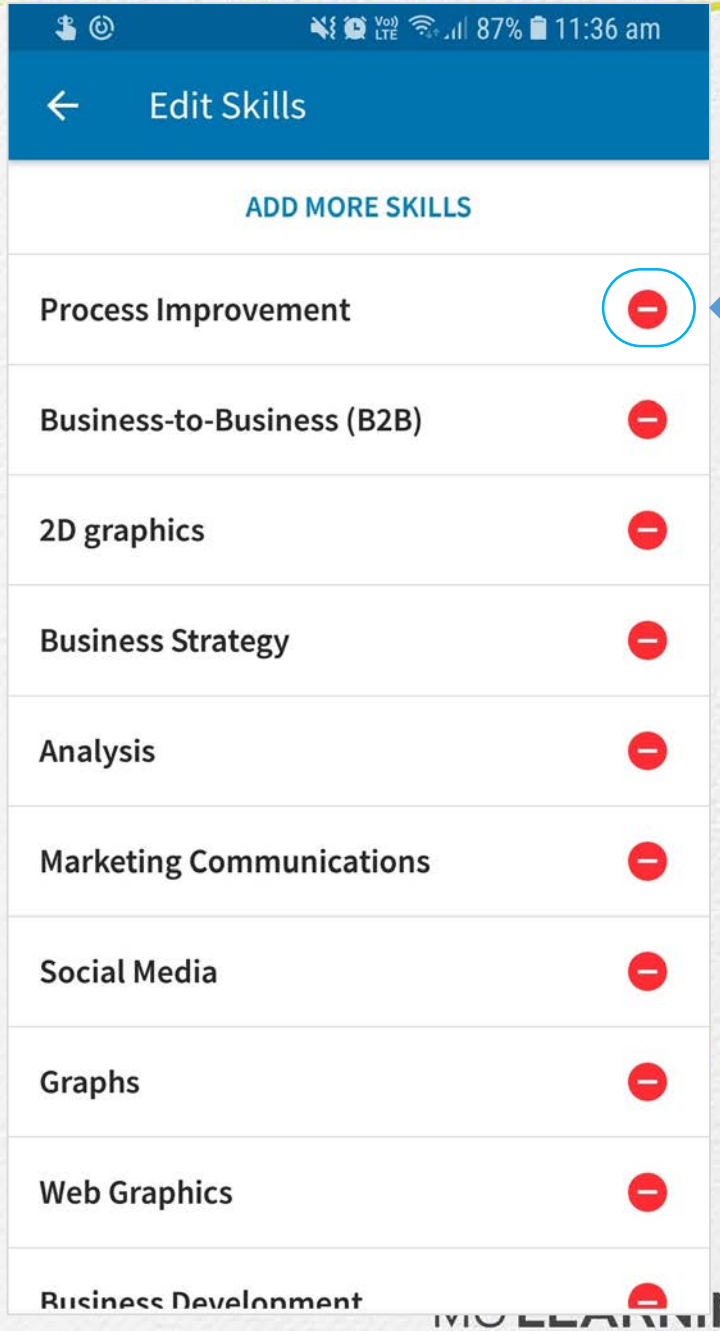
Define your skillset

Add or edit your skills on LinkedIn Learning to create a custom learning experience.





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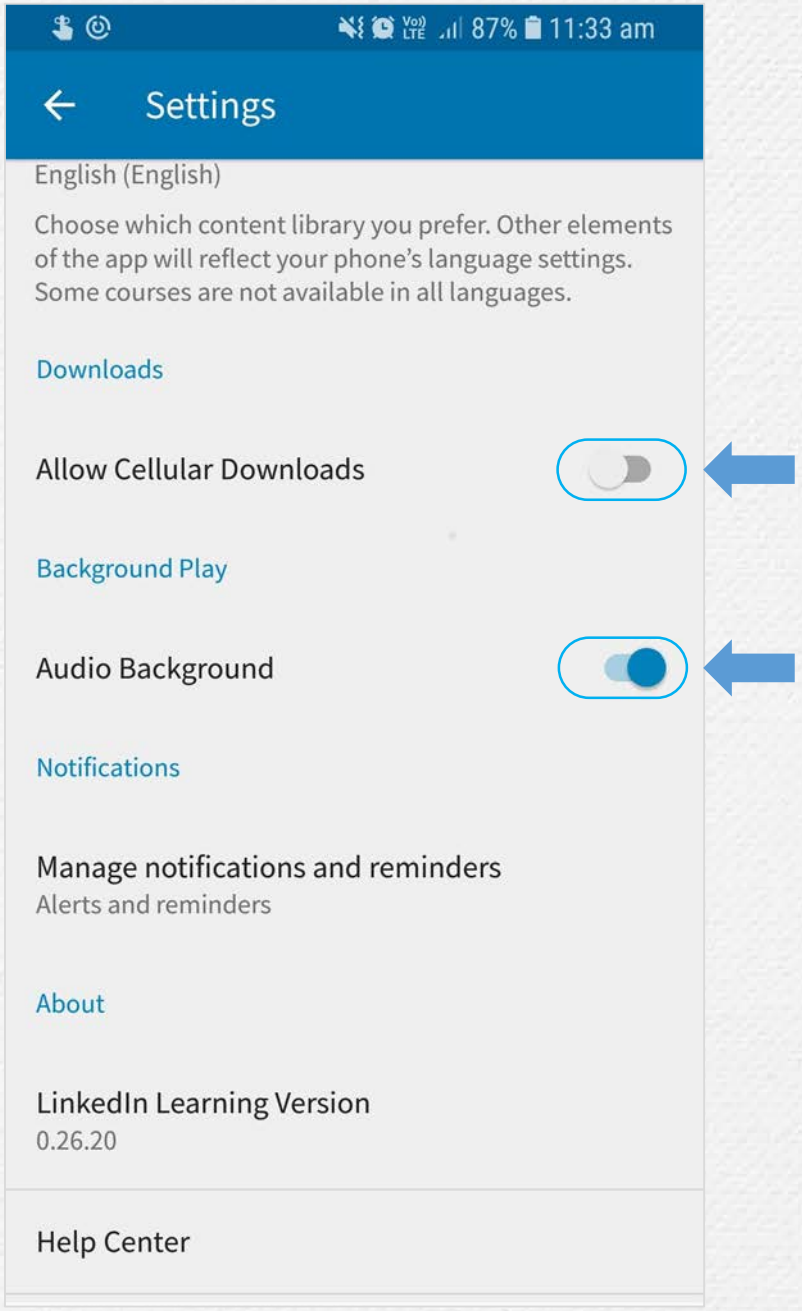
Manage your settings

Disable mobile data downloads

Toggle background audio mode (podcast mode)

Greater flexibility to learn anywhere



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