

1. Sign in to myASU and click Professional Development

The screenshot shows the myASU homepage. At the top, there is the ASU logo and navigation links for ASU Home, My ASU, Colleges and Schools, Map and Locations, Directory, and Eric SIGN OUT. A search bar is located in the top right. Below the navigation bar, there are tabs for Resources, Service, Teaching, and Profile. The user is logged in as Eric Chen, with options for Student, Staff, Help, and a settings icon. A row of shortcuts includes CS PeopleSoft, Gmail, Canvas, Google Drive, ASU Library, View More, and Customize Shortcuts. The main content area is divided into several sections: Library (with search and borrow options), Transportation (with links for shuttles, permits, and passes), Financial Tools (with links for procurement, expenses, and reporting), and Training (with tabs for General, Academic, Administrative, and Financial). The Professional Development link under the Administrative tab is highlighted with a red box.

2. Click Career EDGE

The screenshot shows the Business and Finance page. At the top, there is the ASU logo and navigation links for ASU Home, My ASU, Colleges and Schools, Map and Locations, Directory, and Eric SIGN OUT. A search bar is located in the top right. Below the navigation bar, there are tabs for Business, CFO, Facilities, Human Resources, Safety and Security, Services, and Sustainability. The user is logged in as Eric Chen. The main content area is titled "Professional development" and includes a "Home" button. A sidebar on the right contains a list of links: Career EDGE (highlighted with a red box), Employee recognition program, and LINAU. The main content area also includes a paragraph about professional development training, a link to the Leadership and Workforce Development group's programs, and a link to subscribe to a monthly e-newsletter. At the bottom, there are tabs for New employee information, Workshops, LWD Library, and Non-Career EDGE training, with a list of links for Benefits enrollment, Information, and New hire packet.

3. Hover over the learning tab and click Learner Home

The screenshot shows the ASU Learning Center website. The navigation bar includes 'Home', 'FAQs and Resources', 'Learning', and 'Reports'. The 'Learning' tab is highlighted, and a dropdown menu is open, showing 'Learner Home' (highlighted with a red box), 'View Your Transcript', and 'Events Calendar'. Below the navigation is a large banner image of a classroom with a 'GROW Coaching' presentation. Underneath the banner are five buttons: 'Browse Training', 'Events Calendar', 'My Transcript', 'FAQs', and 'Resources'. Below these buttons are three sections: 'Required Training' (No Required Training), 'Featured Training' (Minors on Campus), and 'My Training' (a table with columns for Due Date and Action).

Due Date	Action
None	Open Curriculum

4. Type in the training you're interested in in the search bar (e.g. interview prep, resume building, career development, etc.)

The screenshot shows the ASU Learning Center website with a search bar. The search bar contains the text 'academic career' and is highlighted with a red box. A dropdown menu is open, showing a list of search results: 'SPSS for Academic Research', 'Academic Research Foundations: Quantitative', 'Managing Your Career: Mid-Career', 'Managing Your Career: Early Career', 'Graphic Design Careers: First Steps', 'Art and Illustration Careers: First Steps', 'Career Clinic: IT Insights', 'Career Clinic: Developer Insights', 'Creating a Career Plan', and 'Web Career Clinic Weekly'. The page also features a user profile section on the left with '0 Completions' and '0 Hours', and a 'Your Subjects' section with an 'Add' button. A 'Transcript View' section shows '0 PAST DUE', '0 DUE SOON', and '0 ASSIGNED / NO DUE DATE'. The main content area has a header 'Hi Eric! What would you like to learn today?' and a background image of a landscape.

5. Click a video to add the class to your training module

The screenshot shows the ASU Learning Search interface. At the top left is the ASU logo and 'Arizona State University'. A search bar at the top right contains the text 'academic career'. Below the search bar, the page title 'Learning Search' is centered. A search input field contains 'academic career'. On the left, there is a 'Filters' sidebar with options for DURATION, TYPE, SUBJECT, and PROVIDER, along with a 'Reset' button and a 'SHOW ONLY MOBILE ENABLED' checkbox. The main area displays '345 Results' and an 'Event Calendar' button. Four course cards are shown in a grid. The third card, 'Managing Your Career: Early Career', is highlighted with a red border. Below the cards are four small image thumbnails.

ASU Arizona State University

Home FAQs and Resources Learning Reports

Learner Home > Learning Search

Learning Search

academic career

Filters Reset 345 Results Event Calendar

DURATION

TYPE

SUBJECT

PROVIDER

SHOW ONLY MOBILE ENABLED

Summary Independent Paired-Samples T Test One-Way ANOVA...

Online Class

SPSS for Academic Research 2 hours, 42 minutes

Online Class

Academic Research Foundations: 1 hour, 41 minutes

Online Class

Managing Your Career: Early Career 1 hour, 8 minutes

Online Class

Managing Your Career: Mid-Career 59 minutes

https://asu.csod.com/LMS/catalog/Main.aspx?tab_paqe_id=-67&tab_id=-1

6. Click Request (you'll automatically be accepted)

The screenshot shows the ASU Training Details page for the course 'Managing Your Career: Early Career'. The ASU logo and 'Arizona State University' are at the top left. A search bar at the top right contains the text 'Managing Your Career: Early Career'. Below the search bar, the page title 'Training Details' is centered. The course title 'Managing Your Career: Early Career' is displayed, along with the text 'Online Class - LinkedIn Learning - 1 hour, 8 minutes - \$0.00'. A red box highlights the 'Request' button. Below the button, there is a paragraph of text describing the course. At the bottom, there are three sections: 'Price' (\$0.00), 'Available Languages' (English (US)), and 'Subjects' (LinkedIn Learning). Below the text are four small image thumbnails.

ASU Arizona State University

Home FAQs and Resources Learning Reports

Managing Your Career: Early Career

Request

What do you enjoy doing, and how are you uniquely qualified to build a rewarding career out of your interests, skills, and experience? If you're a professional navigating the early stages of your career, your answers to these questions may shift with time. As a result, it's critical for you to reevaluate what really makes you feel satisfied at work. In this course, instructor Valerie Sutton guides you through the process of proactively managing your career by identifying your options, needs, and interests. Learn how to assess your experience, work-reward values, and limitations—all with the goal of creating a robust career profile you can use to chart future growth. Plus, discover how to fully investigate career options and perform a gap analysis in order to find key opportunities.

Price \$0.00

Available Languages English (US)

Subjects LinkedIn Learning

https://asu.csod.com/LMS/catalog/Main.aspx?tab_paqe_id=-67&tab_id=-1

7. Click Register (you'll automatically be able to launch the video)

ASU Arizona State University

Home FACs and Resources Learning Reports

Eric Chen Bio Transcript Actions

Eric Chen > Transcript: Eric Chen

Transcript: Eric Chen

Use the transcript to manage all active training. Note that upon completion, your active course will be IMMEDIATELY moved to the completed tab. Four years after completion, courses on the completed tab will be automatically moved to the archived tab.

0 HRS
AGGREGATE TRAINING COMPLETED

FISCAL YEAR ENDING **6/30/2020** COST **\$0.00**

Active By Date Added All Types

Search for training

Search Results (3)

Managing Your Career: Early Career
Due: No Due Date Status: Approved **Register**


8. Click Launch

Search Results (3)

Managing Your Career: Early Career
Due: No Due Date Status: Registered **Launch**

9. Decide whether you want to link your linkedin or not. It's not necessary to view the video

Welcome!



You now have access to LinkedIn Learning. Connect your LinkedIn account and:

- ▶ See trending courses for your profession
- 🎯 Get personalized recommendations
- 👤 Learn from industry experts

Connect my LinkedIn account

Continue without LinkedIn

What's in it for me if I connect my LinkedIn account? [Learn more](#)

[Get Help](#)

10. Enjoy the class!


in LEARNING [Browse](#)

Home In Progress Saved Me

As with other LinkedIn services, LinkedIn Learning is subject to our Terms and Privacy Policy. [Learn More](#)

Watching: Identify your mission alignment 194 3,667

From the course: **Managing Your Career: Early Career**



Overview Contents **Q&A** New [Try](#)

Ask here to share with learners, experts and others [Ask](#)

Connect your LinkedIn account to get access to Q&A and other social features:

- 👤 Learn from industry experts
- 🎯 Get customized recommendations
- ▶ See trending courses for your profession

Connect my LinkedIn Account

Why am I asked to connect my LinkedIn account? [Learn more](#)

Hi! Thank you so much for bringing this to our attention. We have information about this. [Help/Feedback](#)