

Getting Started with LinkedIn Learning

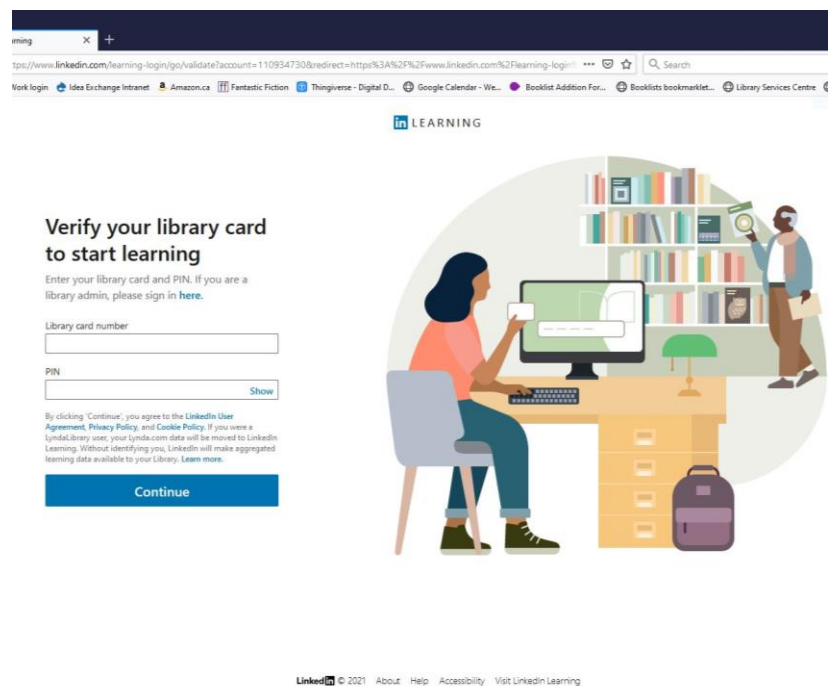
LinkedIn Learning is an online learning service that provides video workshops to teach you new skills in a wide range of subjects. It is the updated version of Lynda.com.

You can either 1) stream content on a computer using your web browser or 2) stream and download content with the LinkedIn Learning app to enjoy with your smartphone or tablet.

Setting up a New Account

Use LinkedIn Learning through the Web Portal

- Go to the [LinkedIn Learning log in page](#) through the Idea Exchange website.
- Click on the *Get Started* button.
- Enter your library card number and PIN (the default PIN is the last 4 digits of your phone number).
- You will be invited to choose the learning areas you are interested in. This helps the site to improve its recommendations for you.
- Start browsing and enjoying lessons!



OR

Download the App for Phone or Tablet:

- Download the LinkedIn Learning app via the App Store for devices running iOS or through the Google Play Store for Android devices.
- Click on *Already a LinkedIn Learning Member?*
- Click on the *Organization* tab at the top of the screen
- Scroll to *Web Portal*. Type in "ideaexchange.org" in the *Web Portal* area.
- Click on the *Get Started* button.
- Enter your library card and PIN (the default PIN is the last four digits of your phone number) to log in.
- Once you are logged in, the app will remember your account.

It is recommended that you connect to wireless Internet rather than using cellular data for this, as streaming and downloading multimedia content use a significant amount of bandwidth.

Changing from a Lynda.com account to a LinkedIn Learning account

Before Idea Exchange updated to LinkedIn Learning, we used Lynda.com, an earlier version of the same service.

If you already had a Lynda.com account through Idea Exchange, your account will be migrated over to a LinkedIn Learning account. All of your previous learning history and certificates will carry over to LinkedIn Learning. Log in with your library card number and PIN, choose your preferred subjects for learning and you can continue lessons as usual.

The primary difference between Lynda.com and LinkedIn Learning is that LinkedIn Learning has enhanced features for searching and a wider selection of lessons available for users.

For more information on making the switch from Lynda.com to LinkedIn Learning, please consult the LinkedIn Learning Help Page here: <https://learning.linkedin.com/cx/upgrading-from-lynda-to-linkedin-learning/getting-started#getstarted>

How LinkedIn Learning Works:

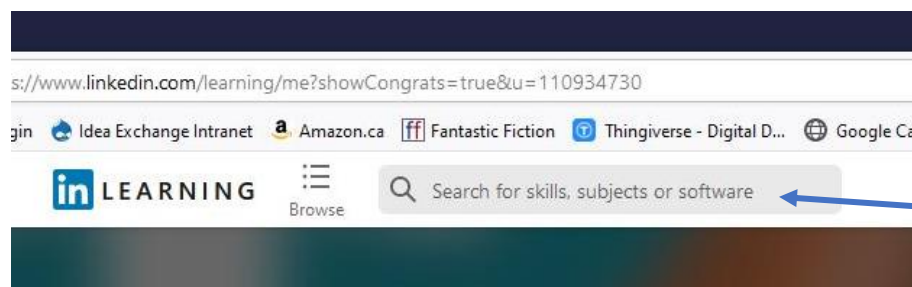
- **Log in and start taking lessons or courses right away.**
- Earn **certificates of completion** when you complete a course.
- **Take as many lessons as you wish.** You can click ahead on a video to find exactly the content you want.

Frequently Asked Questions

How do I find a course or workshop on LinkedIn Learning?

You can do a basic keyword search for a course by typing in the *Search* bar at the top of the LinkedIn Learning interface.

You can also browse courses by clicking on the *Search* bar and selecting *Browse by Topic*. From there, you will see a list of topics and subtopics that you can use to locate the course you want to select.



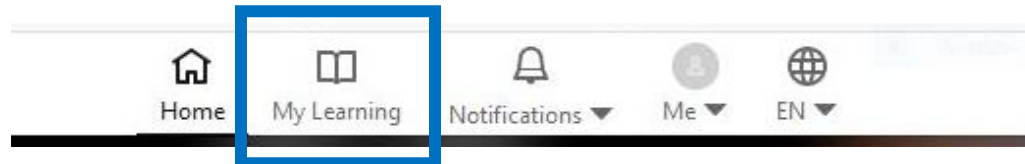
Search Bar for LinkedIn Learning

IDEA|EXCHANGE

How do I claim my completion certificate when I've completed a course?

Your completion certificate will appear for download immediately after you complete your course.

If you wish to access it again after this, click on *My Learning* on the top menu. Select the "Learning History" tab and you will see all of the courses you have completed. Click on the "More" option beside a completed course and select "Download certificate" to download your completion certificate for that course.



Are there any differences in content between streaming on the computer and using the app?

No, the content is the same on both platforms. The main difference is how you access the content and on what type of device.

What if I am unable to sign in to LinkedIn Learning?

For issues with signing into your account, please contact Idea Exchange at 519-621-0460 for assistance. We can ensure that your library card number and PIN are functional for logging into LinkedIn Learning.

For issues related to lesson videos or the overall function of LinkedIn Learning's site, please contact [LinkedIn Learning Support](#).