

New LinkedIn Procedures

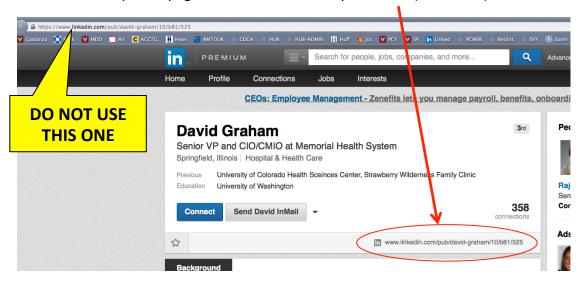
Follow the steps below to create links between Velvet people records and LinkedIn profiles. This will allow users to click back and forth among both records, eliminating the need to search separately on LinkedIn.

STEP 1 In the person record in Velvet, click Edit. Look for the field called LinkedIn URL.



STEP 2 Via another tab or window, search LinkedIn or Google to find the person's LinkedIn profile and view it.

STEP 3 On the LinkedIn profile page look for the LinkedIn public URL (see below).



STEP 4 Copy and paste it into the Velvet person record LinkedIn URL Field.

LinkedIn URL

linkedin.com/pub/david-graham/10/b81/525

STEP 5 Click Save.