# How to register and earn PD credit:

**Step #1** - Register for workshops at

**https://www.geneseo.edu/gold/app/browse**

Follow the step-by-step instructions

*Remember to register!*
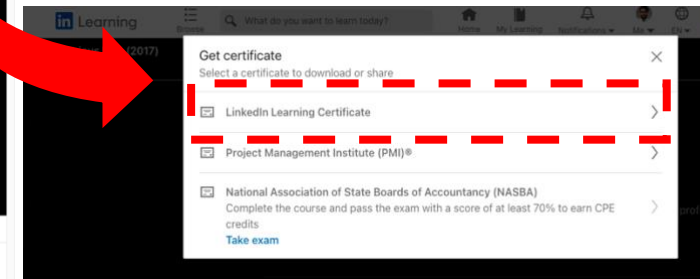
**STEP #2** - After completing the LinkedIn Learning courses, please download your certificate of completion as a .PDF file.
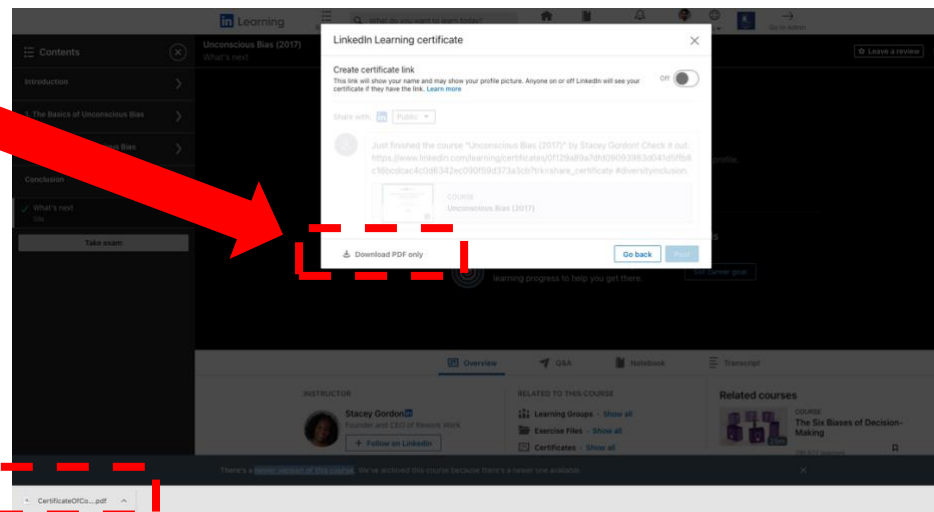
Click "Download certificate"
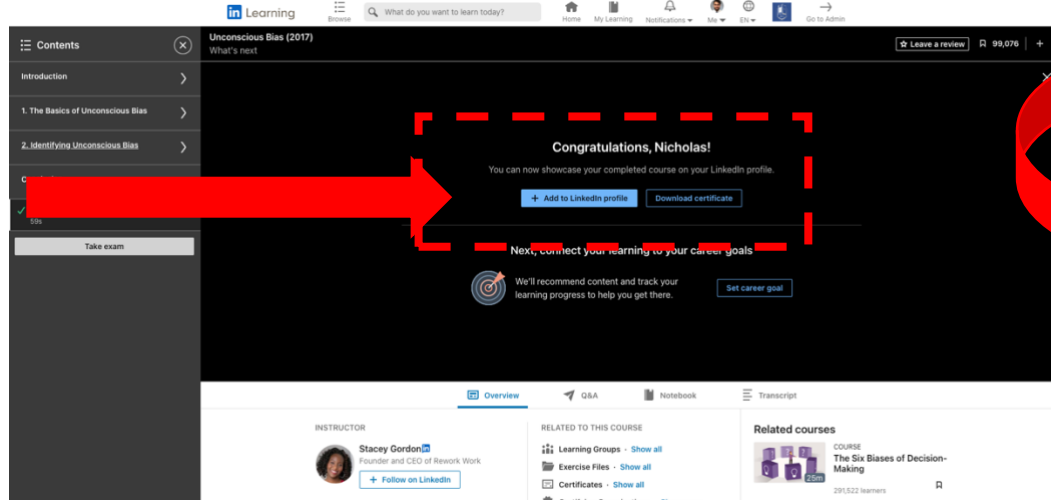
Then, "LinkedIn Learning Certificate"

Lastly, "Download PDF only"

*Remember to save the .PDF to your computer!*

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**Step #3 -** **Upload your certificate of completion to the following Google Form:** https://forms.gle/ZB34TxWoJiFjj2QX9

https://docs.google.com/forms/d/e/1FAIpQLScjnU_54QlCcqRKotLhFp2Ok7SOlzZWR2bcsSRxtigWW10HeA/viewform
View site information

**School of Business**
S U N Y Geneseo

School of Business Asynchronous Online PD Workshop Series: Spring 2024

Hello, Students!

After finishing your LinkedIn Learning course, please download your certificate of completion and upload it using the form below.

Once you have uploaded your certificate to the form, your GOLD account will be updated and credited within **two business days.**

The deadline to complete your LinkedIn Learning courses for PD credit and upload your certificate of completion is Wednesday, May 8th, 2024. **This form will close at 11:59 PM on 5/8/24.**

If you have any questions about the School of Business asynchronous online PD workshop series, please e-mail Ms. Donna Diver at diver@geneseo.edu.

**Read the directions**

**Complete the form**

○ Networking 101 (Second Year Required Workshop)
○ Advanced Resumes (Third Year Required Workshop)
○ Job Search Strategies (Third Year Required Workshop)
○ PD Elective: Diversity, Inclusion, and Belonging
○ PD Elective: Confronting Bias: Thriving Across our Differences
○ PD Elective: Human Resource Foundations
○ PD Elective: Learning Data Analytics
○ PD Elective: Unconscious Bias

**Upload LinkedIn Learning Certificate**

**Please upload your LinkedIn Learning certificate of completion here:** *
Your LinkedIn Learning certificate of completion MUST be uploaded as a .PDF file.

⬆ Add file

Submit                                        Clear form

**Submit form** ☺

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**Geneseo Opportunities for Leadership Development (GOLD)**