



Career Services & Employer Alliance

Setting the Standard. Connecting the
Business Masters Community.

Web Site Quick Start Guide

Welcome to our new web site! We hope you will find the connection opportunities a great way to learn and engage with the CSEA community. These tips will help you get started to maximize your member benefits.

[Updating your member profile](#)

- [Adding a profile photo](#)
- [Adding a LinkedIn page](#)

[Engaging with the Community Forum](#)

- [Posting a discussion thread](#)
- [Responding to/liking a post](#)

[Setting up Your Notification Preferences](#)

[Connecting with Members](#)

- [Individual School & Employer Members](#)
- [Organization Profiles](#)

[Using the Buyers' Guide](#)

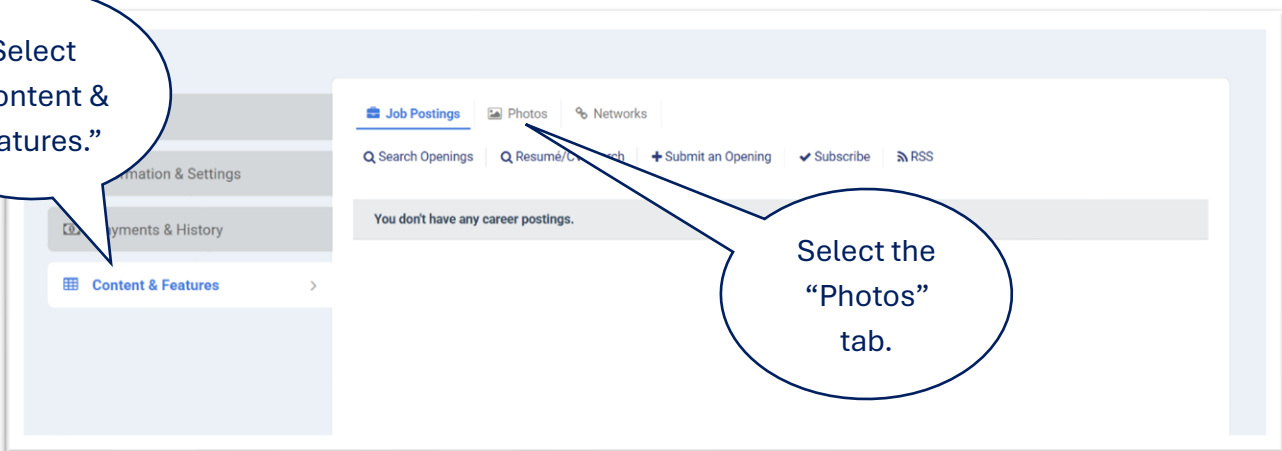
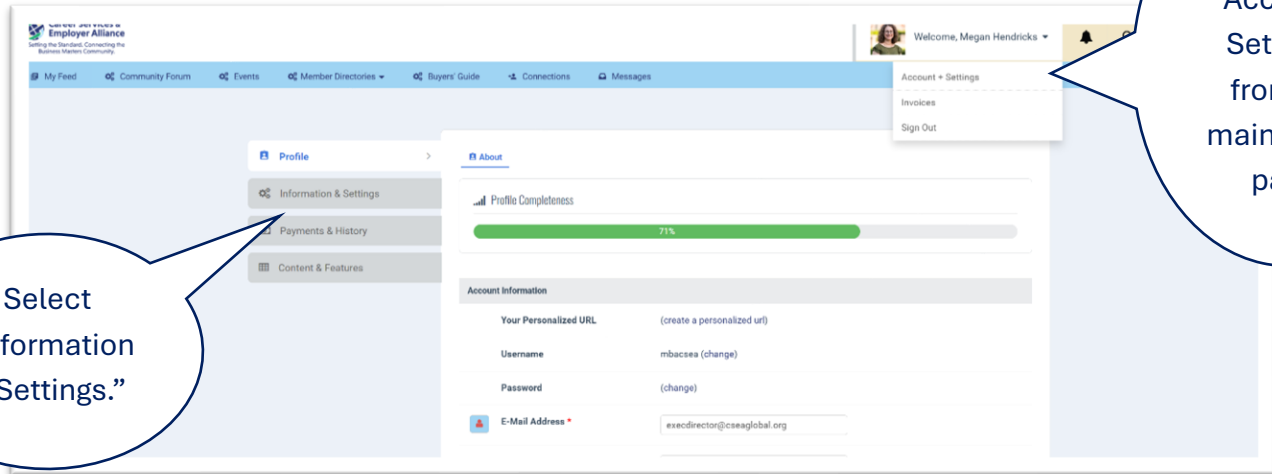
Updating Your Member Profile



**Career Services &
Employer Alliance**

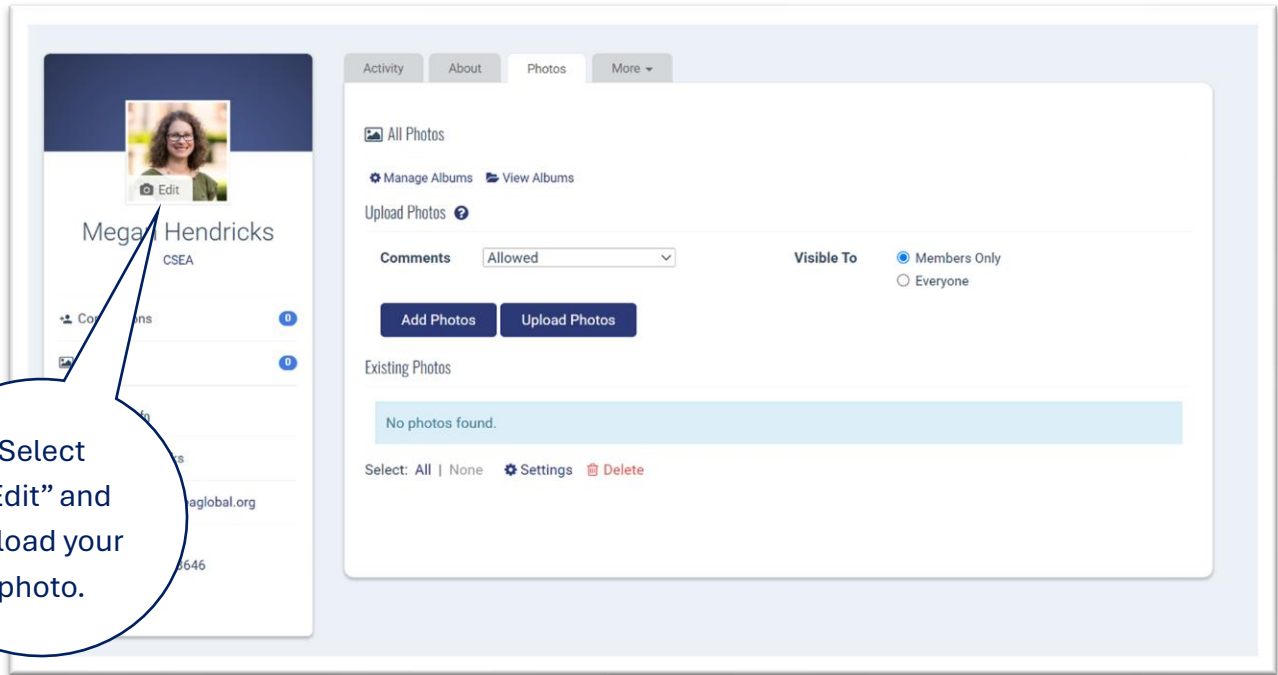
Setting the Standard. Connecting the
Business Masters Community.

Adding a profile photo



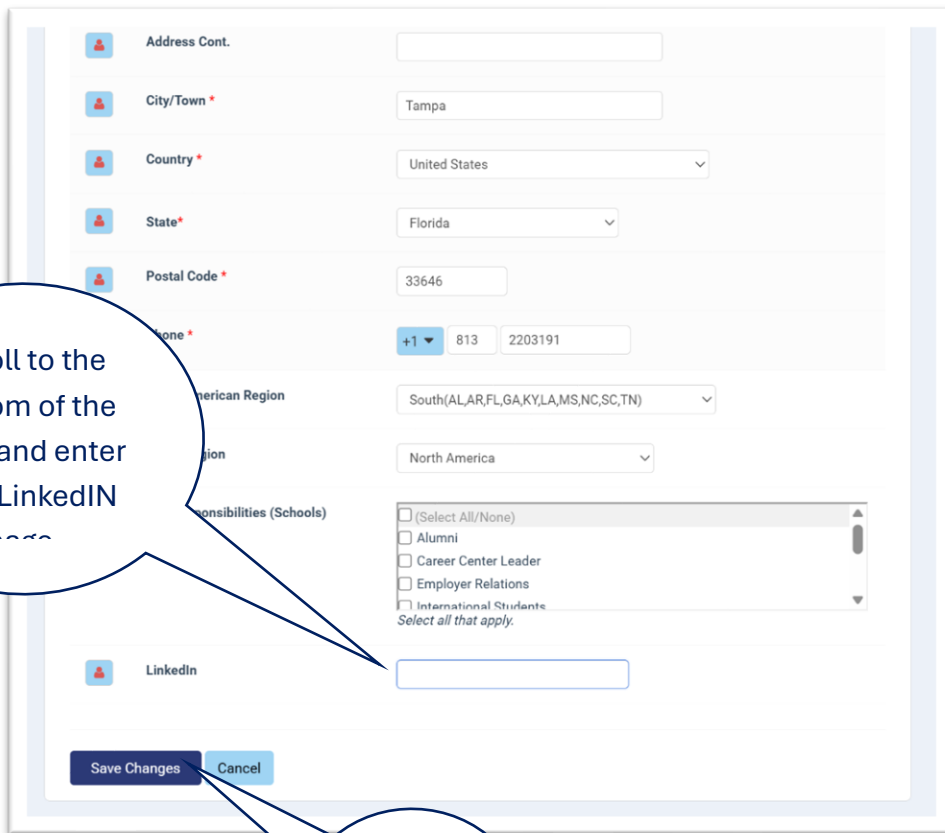
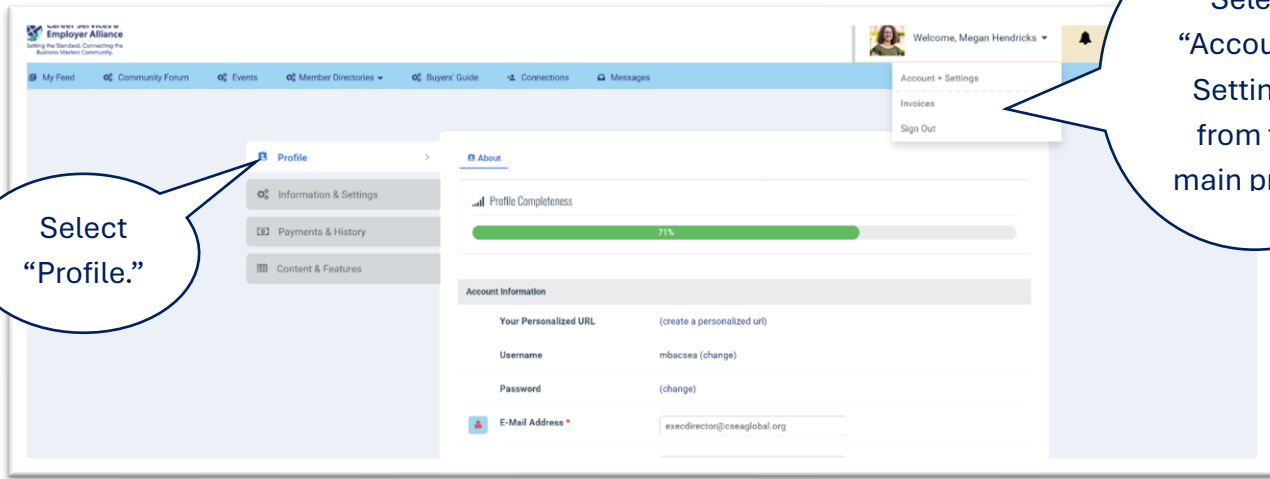
**Career Services &
Employer Alliance**

Setting the Standard. Connecting the
Business Masters Community.



Select
"Edit" and
upload your
photo.

Adding a LinkedIn page



Engaging With the Community Forum

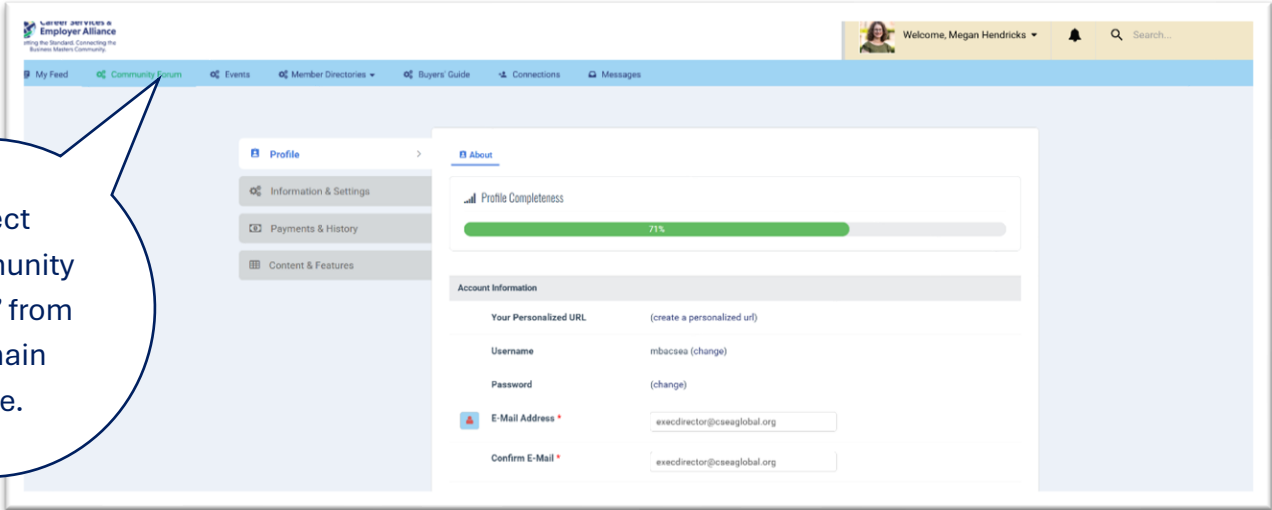


**Career Services &
Employer Alliance**

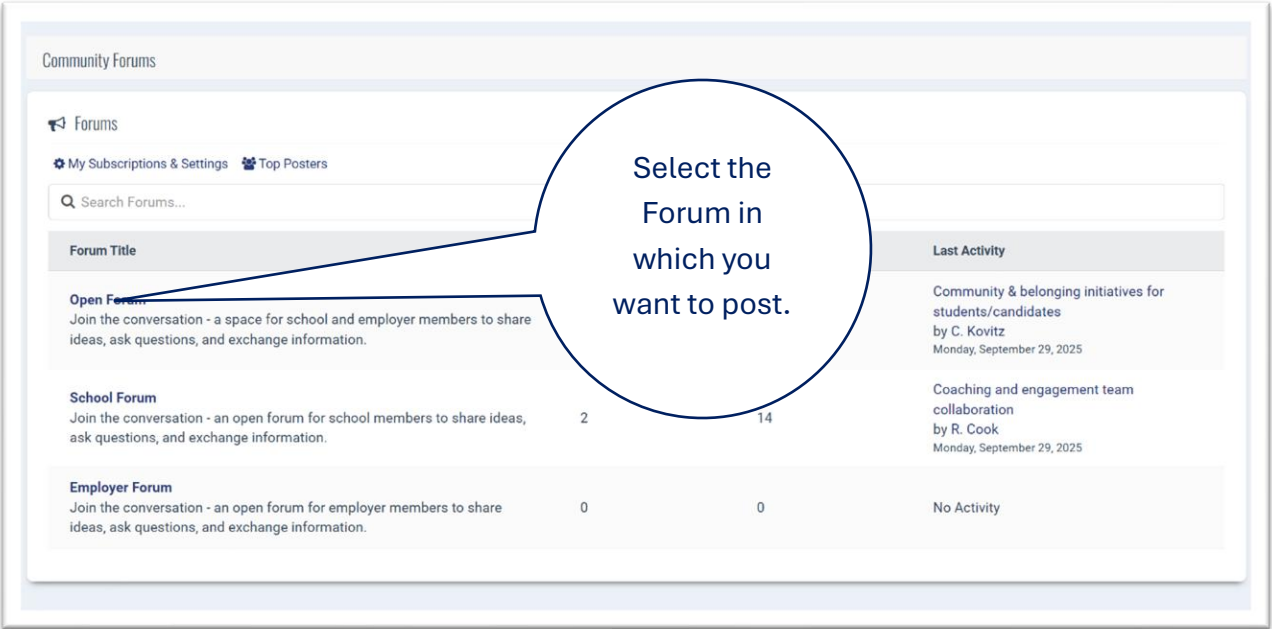
Setting the Standard. Connecting the
Business Masters Community.

Posting a Discussion Thread

Select "Community Forum" from the main page.



Select the Forum in which you want to post.



Community Forums

Open Forum

Forum Index » Open Forum

+ New Topic Forum Actions ▾

Search Forums...

Topics	Replies	Author	Latest Post
Community & belonging initiatives for students/candidates	3	C. Ercole	We continue to emphasize Inclusivity and how we support and maintain an inclusive culture within... by C. Kovitz Monday, September 29, 2025
LinkedIn Groups	3	K. Broome	The Trinity Business School Careers & Community Team has two main LinkedIn groups, the "Trinity MBA..." by R. O'Leary Monday, September 29, 2025

Select "New Topic."

Community Forums

New Topic

Forum Index » Open Forum

Subject:

New Forum Topic text

Switch to Full Text Editor

Attach Image(s) and/or File(s)

Drop photos here or click to upload

Note: Only 10 files can be uploaded at a time.

Add the subject and topic.

Select "Submit Post."



Career Services & Employer Alliance

Setting the Standard. Connecting the Business Masters Community.

Open Forum - New Forum Topic

[Forum Index](#) » [Open Forum](#) » [New Forum Topic](#)

Moderator(s): Megan Hendricks - forum

Thread Score: ★★★★★

Reply

Search Forums...

M. Hendricks
9/30/2025 at 8:12:44 PM GMT
Posts: 1

New Forum Topic
New Forum Topic text

Previous Topic

Type quick reply...

Subscribe to Instant Updates?

Submit Quick Reply Reply Using Full Editor

Thread Actions

The “Thread Actions” area also allows you to manage your subscription to the thread.

You will automatically be subscribed to receive instant updates when people respond to your thread. You can unsubscribe here.



**Career Services &
Employer Alliance**

Setting the Standard. Connecting the
Business Masters Community.

Responding to/liking a post

Select "Community Forum" from the main page.

The screenshot shows the website's navigation bar with the following items: My Feed, Community Forum, Events, Member Directories, Buyers' Guide, Connections, and Messages. The user profile page is visible, showing a profile completeness bar at 71% and account information including a personalized URL, username (mbacsea), password, and email address (execdirector@cseaglobal.org).

Select the Forum in which you want to engage.

The screenshot shows the 'Community Forums' page with a search bar and a list of forums. The 'Open Forum' is highlighted, with a callout bubble pointing to it. The list includes the following forums:

Forum Title			Last Activity
Open Forum Join the conversation - a space for school and employer members to share ideas, ask questions, and exchange information.			Community & belonging initiatives for students/candidates by C. Kovitz Monday, September 29, 2025
School Forum Join the conversation - an open forum for school members to share ideas, ask questions, and exchange information.	2	14	Coaching and engagement team collaboration by R. Cook Monday, September 29, 2025
Employer Forum Join the conversation - an open forum for employer members to share ideas, ask questions, and exchange information.	0	0	No Activity

Community Forums

Open Forum

Forum Index » Open Forum

+ New Topic

Search Forums...

Topics	Replies	
Community & LinkedIn Groups for students/candidates	3	C. Ercole
LinkedIn Groups	3	K. Broome

Forum Actions

Select the topic/post with which you want to engage.

Type quick reply...

Next Topic

Subscribe to Instant Updates?

Submit Quick Reply

Reply Using

Scroll to the bottom of the page and enter your response.

Select "Submit Quick Reply."

Subscribe to instant updates to be notified about additional

Open Forum - LinkedIn Groups

Forum Index » Open Forum » LinkedIn Groups

Moderator(s): Megan Hendricks - forum

Thread Score: ★★★★★

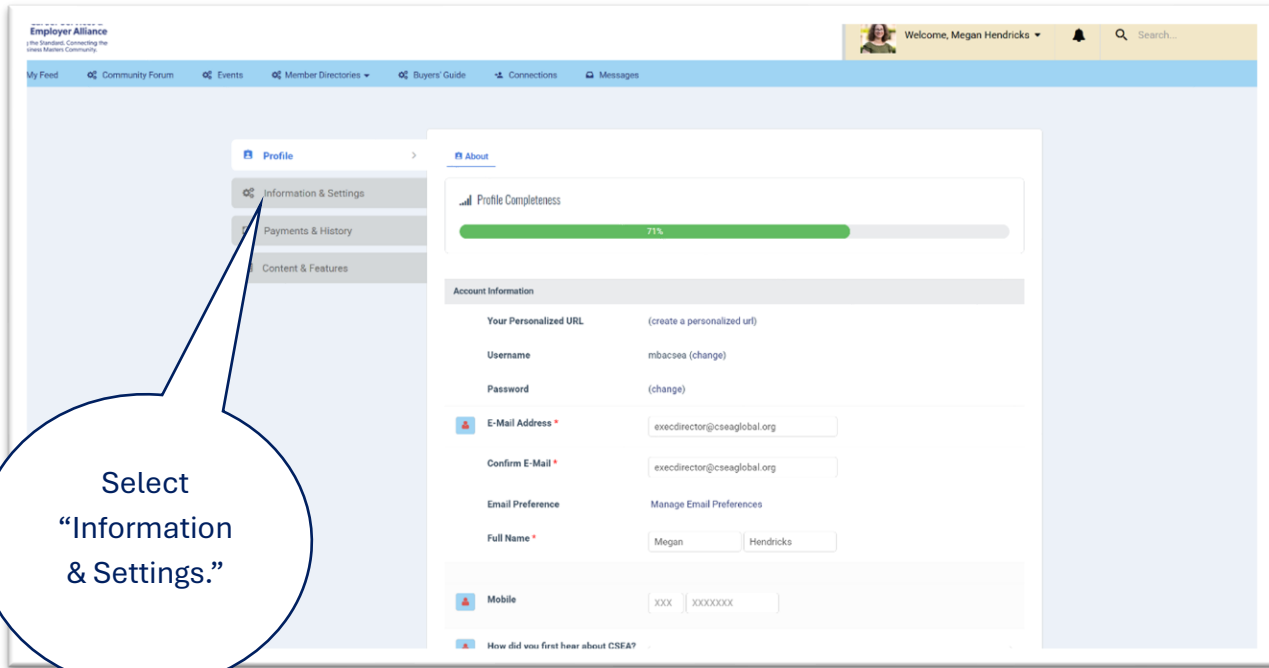
Engage further by "liking" a thread.

Setting up Your Notification Preferences



**Career Services &
Employer Alliance**

Setting the Standard. Connecting the
Business Masters Community.



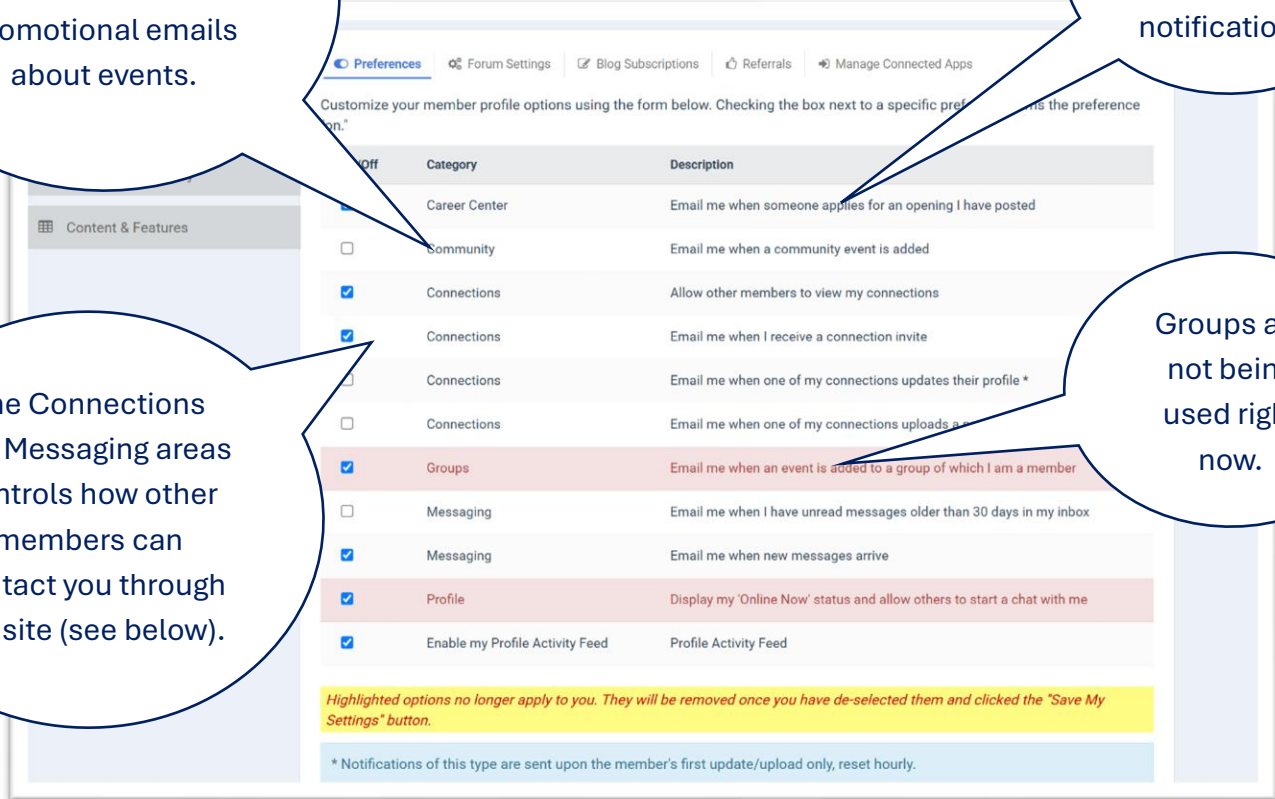
Select "Information & Settings."

Community Events are all CSEA events. You will receive other promotional emails about events.

Career Center (Job Board) notifications.

The Connections and Messaging areas controls how other members can contact you through the site (see below).

Groups are not being used right now.



You may suspend the delivery of newsletters of a specific type by unchecking the appropriate box below. You will not receive any emailed newsletters to which you have subscribed until you re-enable that newsletter type.

Choose your time zone preference to ensure timely delivery of your digest emails.

Select Timezone ▼

Subscribe	Newsletter
<input type="checkbox"/>	Forum Digest
<input type="checkbox"/>	Group Digest
<input checked="" type="checkbox"/>	Daily Updates
<input checked="" type="checkbox"/>	Weekly Updates

[Save My Settings](#) [Cancel](#)

This area allows you to control how you receive notifications about the Forum.

The "Forum Settings" area allows you to further customize your Forum-related notifications.

- Profile
- Information & Settings**
- Payments & History
- Content & Features

- Preferences
- Forum Settings**
- Blog Subscriptions
- Referrals
- Manage Connected Apps

Forum Subscriptions

You are subscribed to the following forum topics. You will receive instant updates via email whenever new activity occurs within the topic.

Forum » Topic	Last Activity	Subscribed	Options
Open Forum » Community & belonging initiatives for students/candidates	9/29/2025	9/30/2025	Unsubscribe from Instant Updates

Forum Signature

Your forum signature may be up to 500 characters in length and will display at the bottom of each post you submit in any forum.

[Save Signature](#)

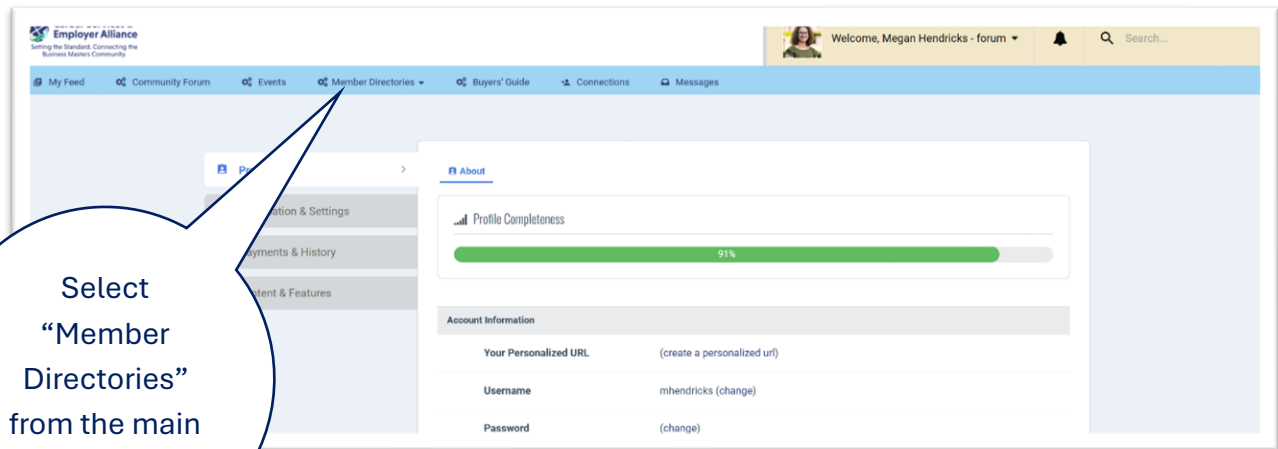
Connecting with Members



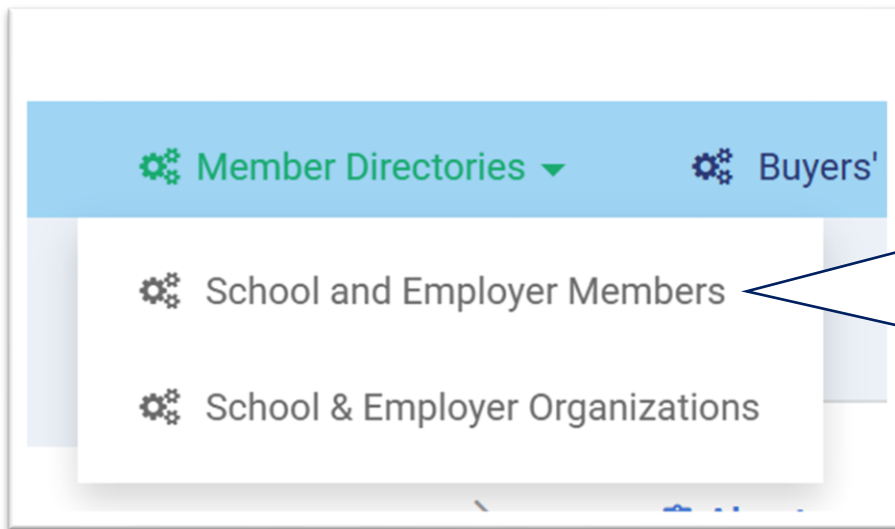
Career Services & Employer Alliance

Setting the Standard. Connecting the
Business Masters Community.

Individual School & Employer Members



Select
"Member
Directories"
from the main
page.



Select
"School and
Employer
Members" to
view
individual
members.

School & Employer Member Directory

The School & Employer Directory contains information that members have chosen to share with other members. To search the directory, select the search terms on the form below. Select the "continue" button without entering search terms to view all records.

Company/Employer

Name

City/Town

Country

Location

North American Region

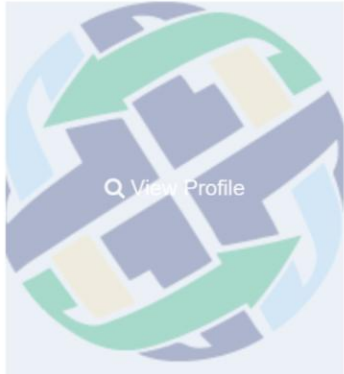
World Region

Job Responsibility(Schools) *Select all that apply.*

[Continue »](#)


Enter the search terms, such as name, region, or job responsibilities.

Select the member's name to view their record.

 [View Profile](#)

Amy Williams

Gainesville
Florida
United States



Amy Williams
CSEA

Connections 0

Photos 0

[Connect](#) [Message](#)

Contact Info

Amy Williams

execasst@cseaglobal.org

PO Box 357249
Gainesville, Florida 32635
United States
[View on map](#)

About Photos More ▾

Professional Information

Organization Name: CSEA

Title: Executive Assistant

Address: PO Box 357249, Gainesville, Florida 32635 United States
[View on Map](#)

Additional: +1 813 390-9851 (Phone)

North American Region: South(AL,AR,FL,GA,KY,LA,MS,NC,SC,TN)

World Region: North America



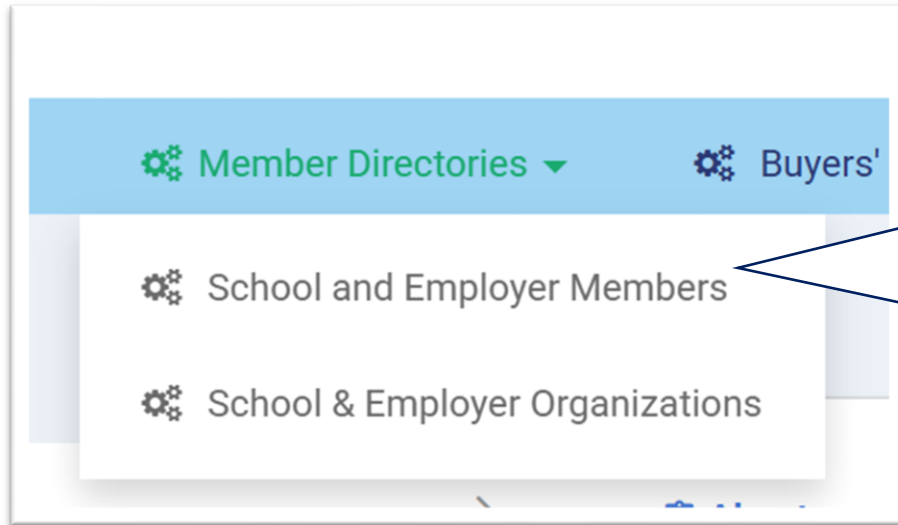
Career Services & Employer Alliance

Setting the Standard. Connecting the Business Masters Community.

The image shows a screenshot of a LinkedIn profile for Amy Williams, who works at CSEA. The profile includes a header with her name and organization, a 'Connections' section with 0 connections, a 'Photos' section with 0 photos, and buttons for 'Connect' and 'Message'. Below this is a 'Contact Info' section with her name, email address (execasst@cseaglobal.org), and physical address (PO Box 357249, Gainesville, Florida 32635, United States). To the right, the 'About' section is expanded to show 'Professional Information', which lists her organization (CSEA), title (Executive Assistant), address, and phone number (+1 813 390-9851). It also shows regional information: North American Region (South) and World Region (North America). A callout bubble points to the 'Connect' and 'Message' buttons.

After locating a member's record, connect or send them a message.

Organization Profiles



Select "School & Employer Organizations" to view organization profiles.

School & Employer Organization Directory

The organization directory contains general information about school and employer member organizations. To search the directory, select the search terms on the form below. Select the "continue" button without entering search terms to view all records.

Company/Employer

City/Town

Country

Location

North American Region

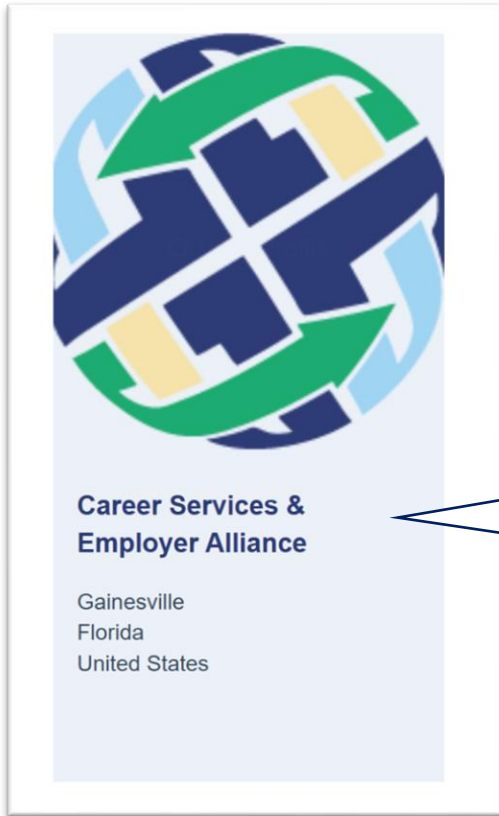
World Region

Enter search terms such as organization name or region.



Career Services & Employer Alliance

Setting the Standard. Connecting the Business Masters Community.



Select the organization's name to bring up their profile.

The "members" tab brings up a list of all members at that organization.

Career Services & Employer Alliance
Career Services & Employer Alliance

Contact Info
Career Services & Employer Alliance
execdirector@cseaglobal.org

P.O. Box 357249
Gainesville, Florida 32635
United States
View on map

About Members

Professional Information

Organization Name: Career Services & Employer Alliance

Address: P.O. Box 357249, Gainesville, Florida 32635 United States
View on Map

Additional: +1 813 2203191 (Phone)
Visit Website »

Additional Information

North American Region: South(AL,AR,FL,GA,KY,LA,MS,NC,SC,TN)

World Region: North America

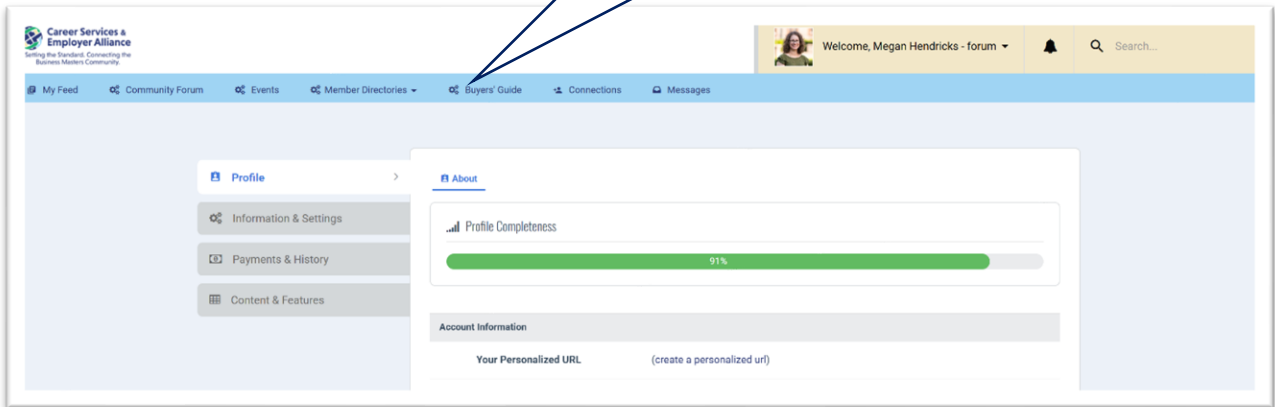
Using the Buyers' Guide



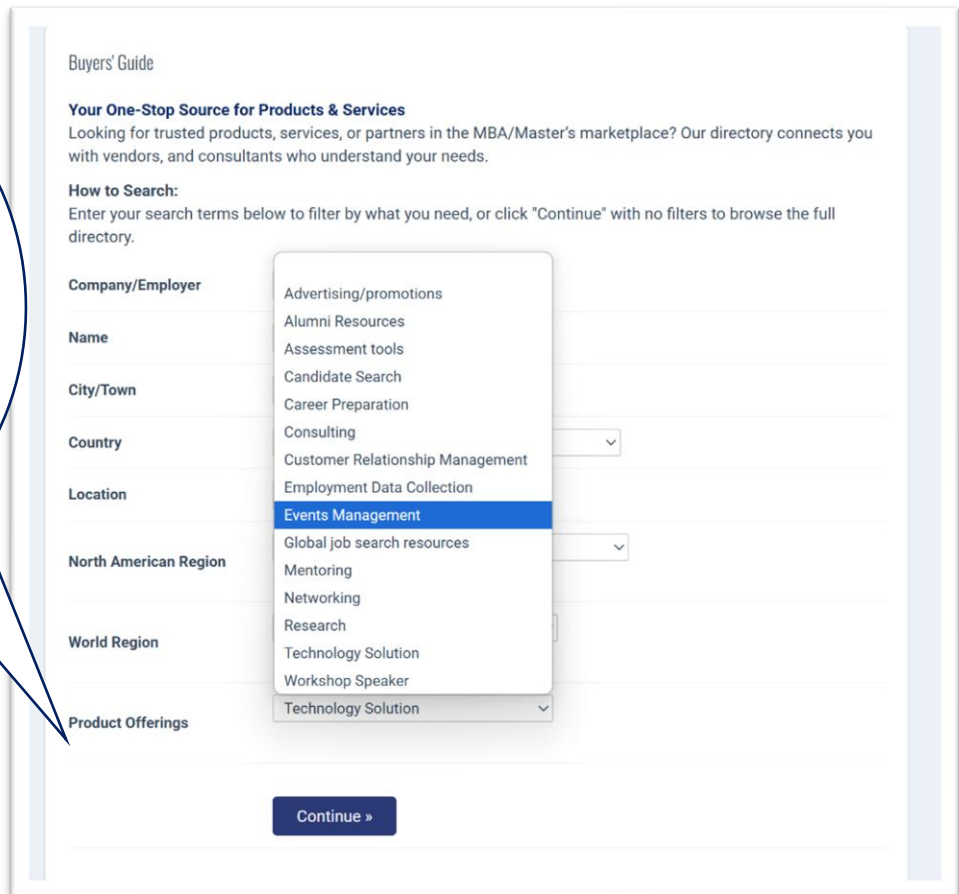
**Career Services &
Employer Alliance**

Setting the Standard. Connecting the
Business Masters Community.

Select "Buyers' Guide" from the main page.



Enter search terms, such as product offerings. The search will pull up a list of vendors who offer those products & services



Career Services & Employer Alliance

Setting the Standard. Connecting the Business Masters Community.