What is TeamWork U?

Signing up for TeamWork Online and TeamWork U

1. If you do not already have a TeamWork Online account, create one by heading to teamworkonline.com and clicking on “Sign Up”

2. Sign up either via a social account or by creating a new account with TeamWork
   a. Ensure you sign up for email alerts, this is how we will notify you of jobs and events in your area. You will also receive the TeamWork U content via email every Tuesday.
3. Once you have created a profile head over to your profile

4. As a new user your profile will read “Get MVP”. You will want to click on “Update my Profile”
5. Head over to the Education Tab and click “Add Education”

6. There are three pertinent items you will want to update here to receive MVP Content, but do not forget to update the rest of your profile (Contact Info, Resume, Notifiers) so that you receive notifications of newly posted jobs. The steps below must be completed to access MVP Content.
   a. School: Correct school name has to be inputted.
      i. Select the drop down box as it appears when typing
   b. Years Attended: Start date to “Present”
   c. Major: Enter Major

7. Refresh the page. “Get MVP” will now read “MVP Content” – click here to access content
   a. If you do not see “MVP Content” immediately – log off and back on your account
   b. Still not seeing it? Clear your cache and cookies (your browser is saving old browser data)
   c. If the steps above do not work, try using an incognito browser
   d. Do not forget to update the rest of your profile – “Education, Experience, etc” as this is the information employers will see (in addition to your resume) when you apply for a job.
   e. It is important you update “Notifiers” – update all three sections 1. Employer Notifications 2. Career Options and 3. Interests/Experience this will ensure you receive an email notification when a job at your career level with your organization of choice is posted.