



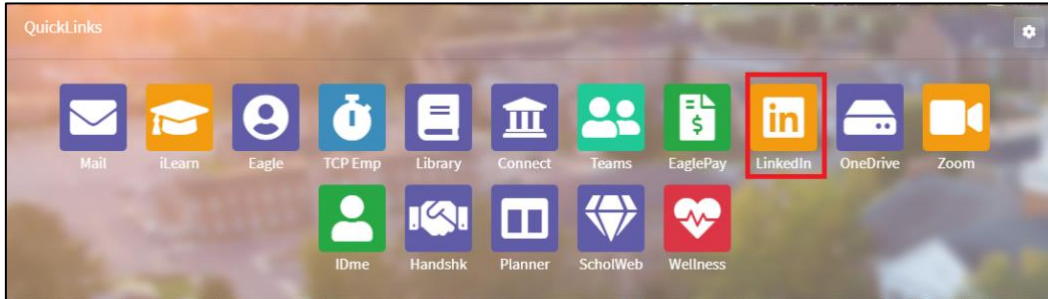
# LinkedIn Learning: Edit Email Addresses

Center for Innovation in Teaching and Learning

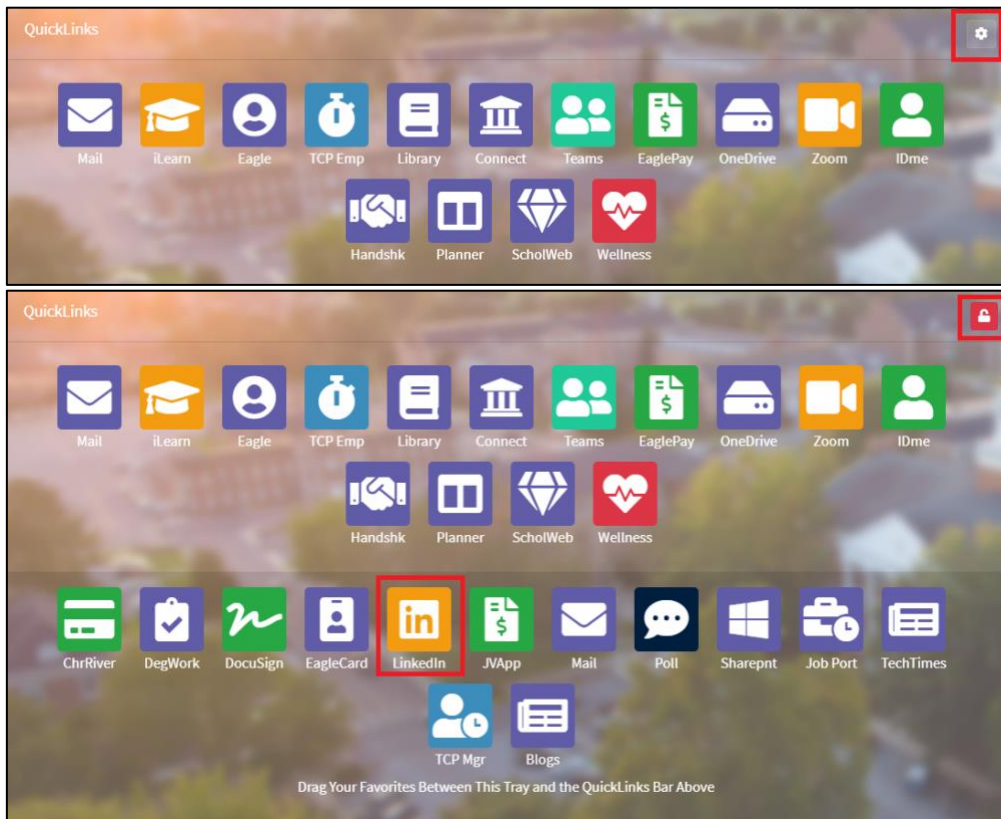
This document outlines the steps of how to add and remove email addresses in LinkedIn.

## Add an Email Address

1. Go to [express.tntech.edu](https://express.tntech.edu) and login using your TN Tech credentials.
2. Select **LinkedIn** in the *QuickLinks* toolbar.



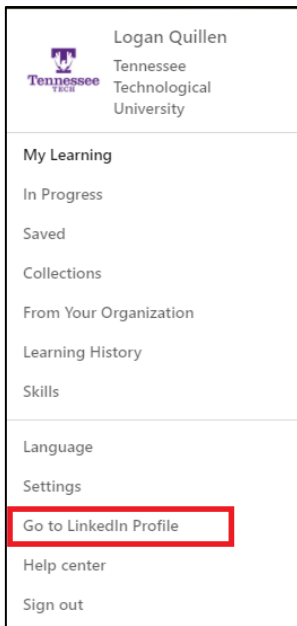
- a. If LinkedIn is not in the QuickLinks toolbar, select the **gear** icon then drag and drop LinkedIn into the toolbar. Select the **unlocked** button to lock the toolbar.



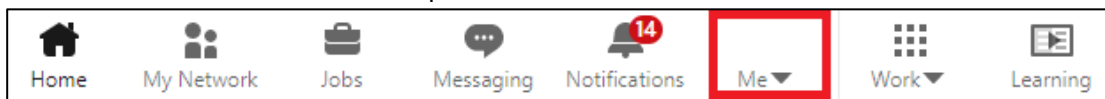
3. Once on LinkedIn, select **Me** in the toolbar on the top.



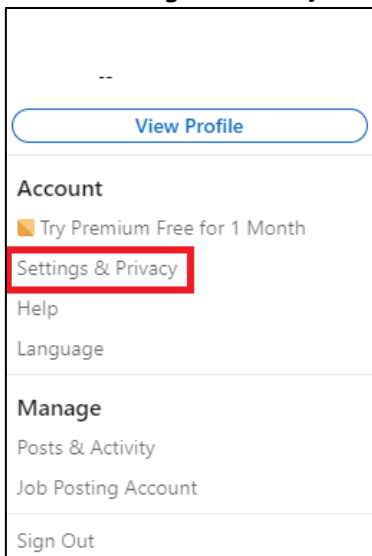
4. Select **Go to LinkedIn Profile** from the dropdown menu.



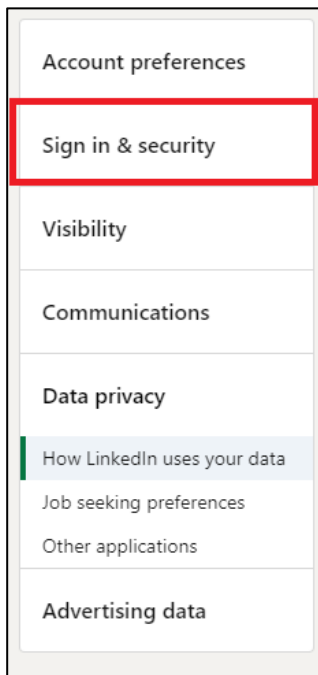
5. Select **Me** in the toolbar on the top.



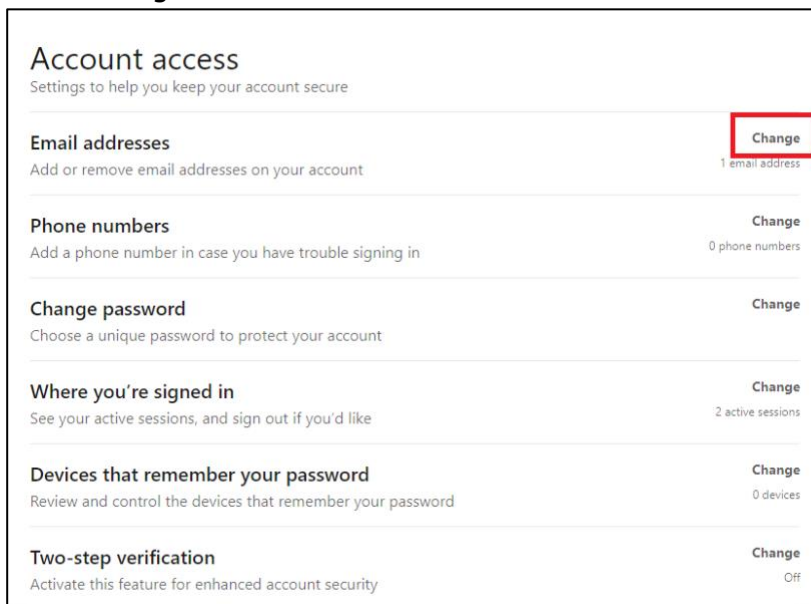
6. Select **Settings & Privacy** from the dropdown menu.



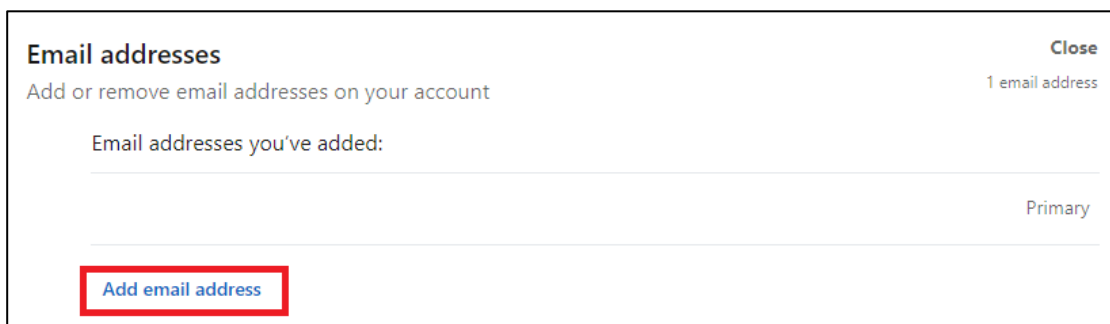
7. Select **Sign In & Security** from the menu on the left side.



8. Select **Change** on the *Email addresses* section.



9. Select **Add email address**.




10. Enter the email address you want to add and select **Send verification**.



Email address

Cancel Send verification

11. Go to your email and verify the account in the email from LinkedIn.
12. If the new email is going to be your primary email, select **Make Primary**.



Email addresses you've added:

	Primary
	Make primary Remove

Add email address

NOTE: You cannot remove a primary email.

## Remove an Email Address

1. Follow steps 1-8 in the section above.
2. Select **Remove**

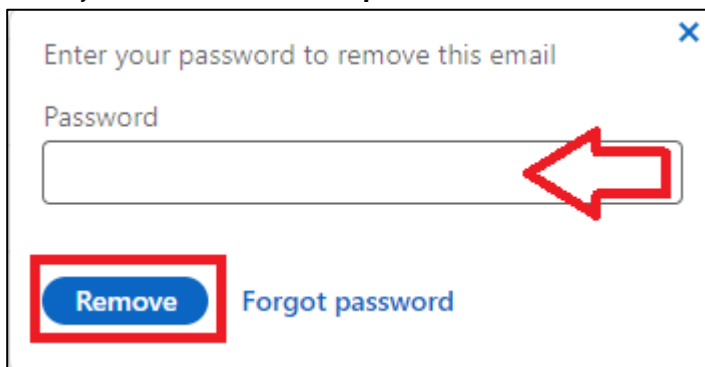


Email addresses you've added:

	Primary
	Make primary Remove

Add email address

3. Enter your **LinkedIn account password** and select **Remove**.



Enter your password to remove this email

Password

Remove Forgot password