

Welcome to your new alumni platform: AlumnForce . It is a user friendly web-based management system. The interface and navigation are easy. A very insightful platform you will be happy to use!

1. COMPLETE YOUR PROFILE

On the top right, go to your **Edit my account**.



VERY IMPORTANT! SET UP your **profile privacy, notifications, preferences, public CV**, etc.

In the **Personal Information** area, check your email address: please put your personal email address as a primary email and the professional one as a secondary email address.

In the **Preferences**, under **Activities of Association**, if you don't want to receive any newsletter or email from the Alumni Dept. **tick NO next to "I wish to receive emails from the association"**.

Do not forget to fill in the **Profile privacy** section as well. By default no personal information is disclosed to external people but please check this area carefully.

The **Statistics** are for **IUM internal use ONLY**. Nobody has access to them except the Career Services for accreditation purposes.

Tick the box YES in My Public CV area if you wish to post your cv online.

On the top right, go to your **profile**.



First, CHECK that your DIPLOMA's name and YEAR of GRADUATION are correct.

Then, check your PROFESSIONAL and PERSONAL information. If it's not correct please change it with the EDIT function. Same for your photo.

Profile

Alumni directory

Cel Ine



Edit photo

Master of Business Administration – 2013
Head, website development – Thalys

Professional informations (Edit)

Address: 2, Avenue Jean Médecin
06000 NICE FRANCE
Phone: 0037797986986

Personal informations (Edit)

Address: 2, Avenue Albert II
98000 MONACO MONACO
Email: tessalou06@gmail.com
Marital Status: Single
Nationality: FRENCH

Edit account

Alumni

Alumni since
+3 mois

modified on
4. October 2013

My CV

You can upload your CV here.

Importing your profile

ANOTHER WAY to upload your information, IMPORT your LINKEDIN profile.

The rest of the profile is easy to complete as a LinkedIn Profile: Current situation, Resume, Experiences, Additional Training, Additional Information, etc...

2. **CAREER:** Consult JOB OFFERS, add a JOB OFFER or add an ALERT on JOB OFFERS.

3. FIND OTHER ALUMNI in using the **Alumni Directory**.

3. **GROUPS:** Participate and create groups.

4. Same for the **FORUM** and **CHAT** areas.

ENJOY!!!