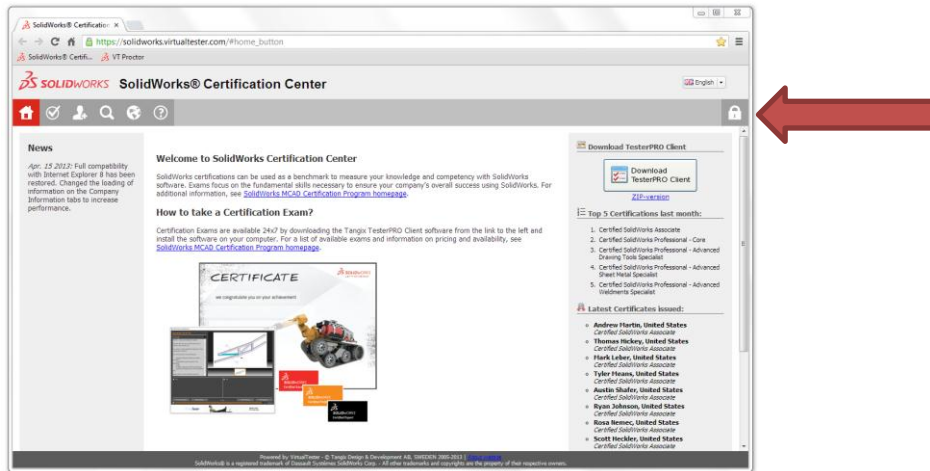


Getting Listed In The Online Directory

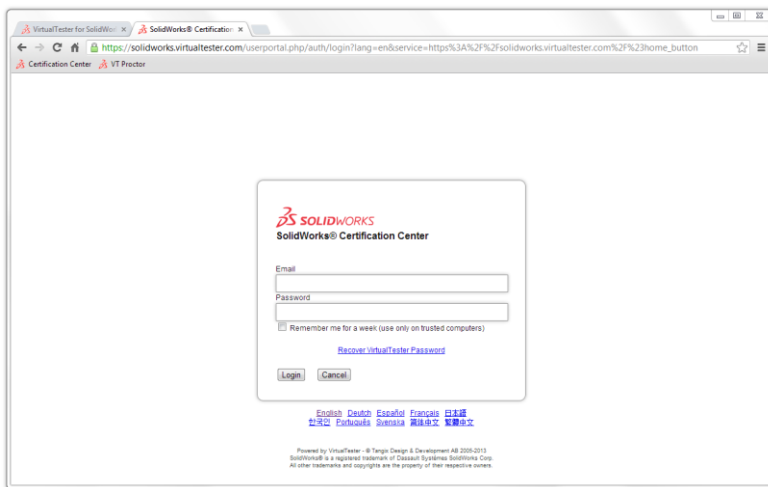
Access your account at the following link and login:

<https://solidworks.virtualtester.com>

Click the Login link in the upper left hand corner of the page:

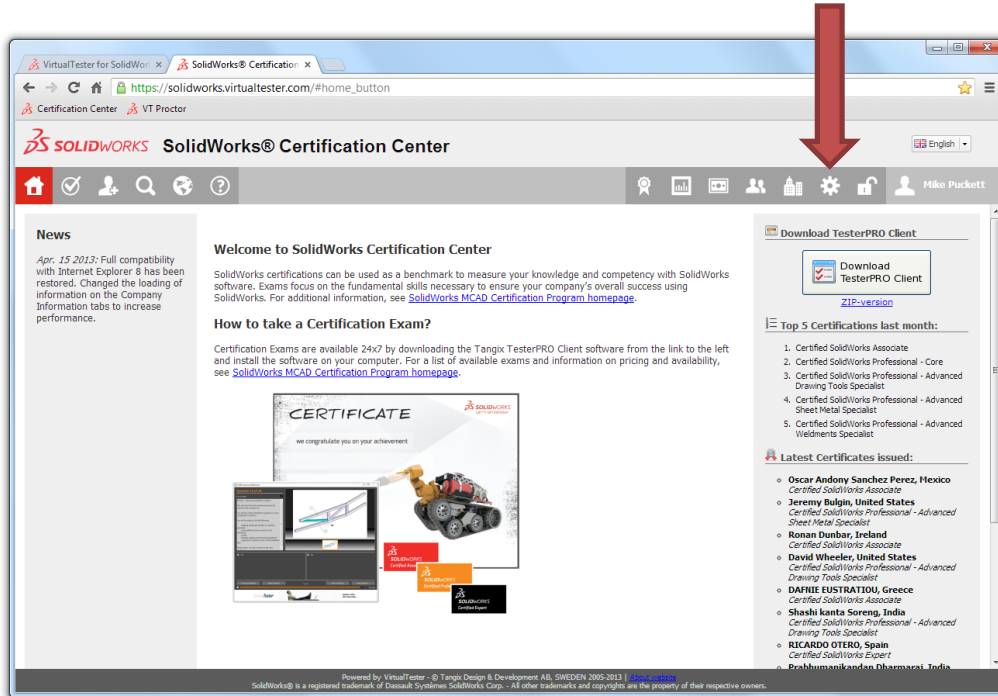


Provide your email address and password to login:

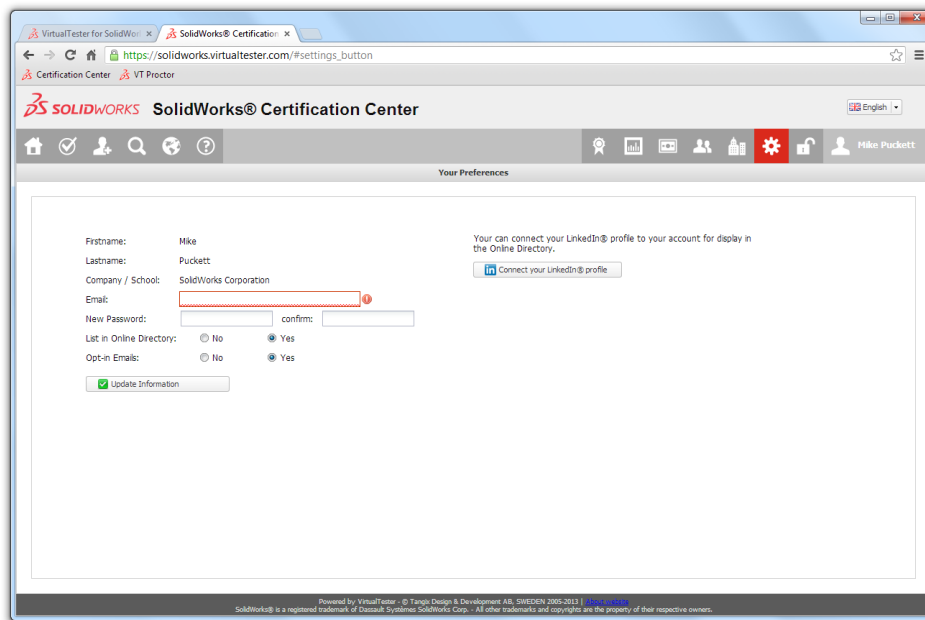


You can select to have your account logged in for a week, and you can also recover your password if you have forgotten it.

Once logged in click on the “Settings” button at the top of the page:

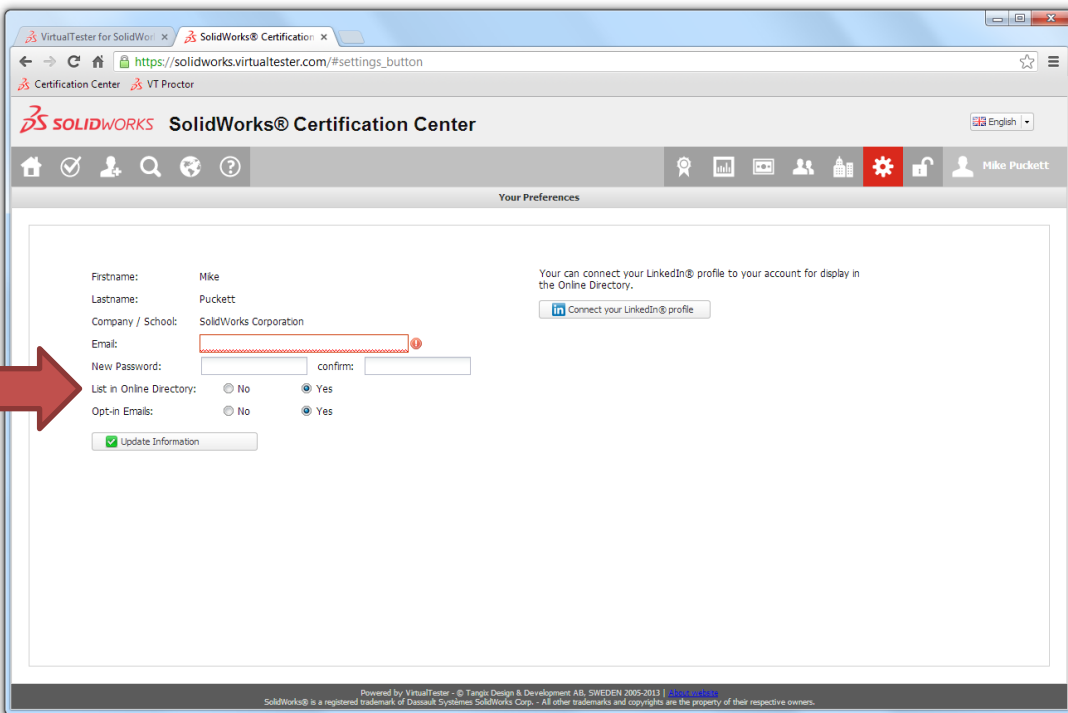


The settings page is then displayed:



Your name and company/school can only be changed by SolidWorks Certification Personnel. Please email certification@solidworks.com to request any changes.

If you would like to appear in the online directory as shown, enable the option in your account settings and click Update Information:



The screenshot shows the 'Your Preferences' page in the SolidWorks Certification Center. The user's profile information is as follows:

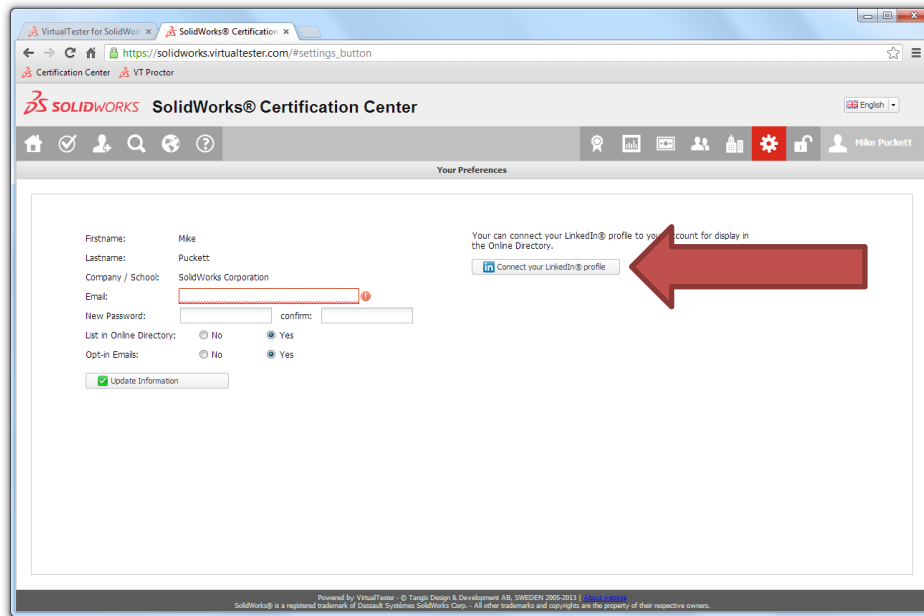
- Firstname: Mike
- Lastname: Puckett
- Company / School: SolidWorks Corporation
- Email: [Redacted]
- New Password: [Redacted] confirm: [Redacted]
- List in Online Directory: Yes
- Opt-in Emails: Yes

There is a red arrow pointing to the 'List in Online Directory' radio button. A button labeled 'Update Information' is visible at the bottom of the form. A 'Connect your LinkedIn® profile' button is also present.

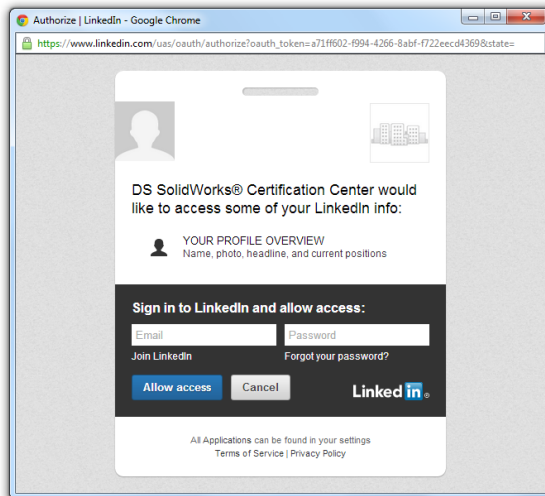
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You can also add your LinkedIn profile information so that you can be contacted by anyone finding your listing in the certification directory. Follow the steps below.

While still on the settings page, click the LinkedIn Connection button:

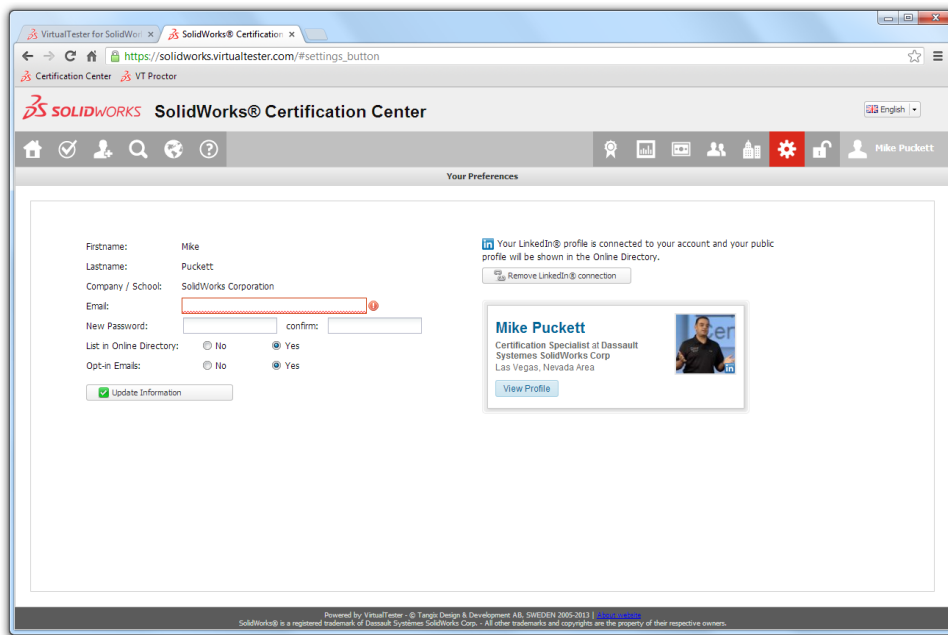


You will then be directed to the LinkedIn site where you will have to enter in your account information for LinkedIn:



Please note that you are transmitting this information directly to LinkedIn, and not DS SolidWorks Corp. At no time do we get access to, or store any of your LinkedIn account information. That information remains private to you.

Follow any additional security prompts presented to you from the LinkedIn site. Once completed your settings page should display your profile:



You can change what information from your LinkedIn profile is displayed by changing the settings on the LinkedIn page.