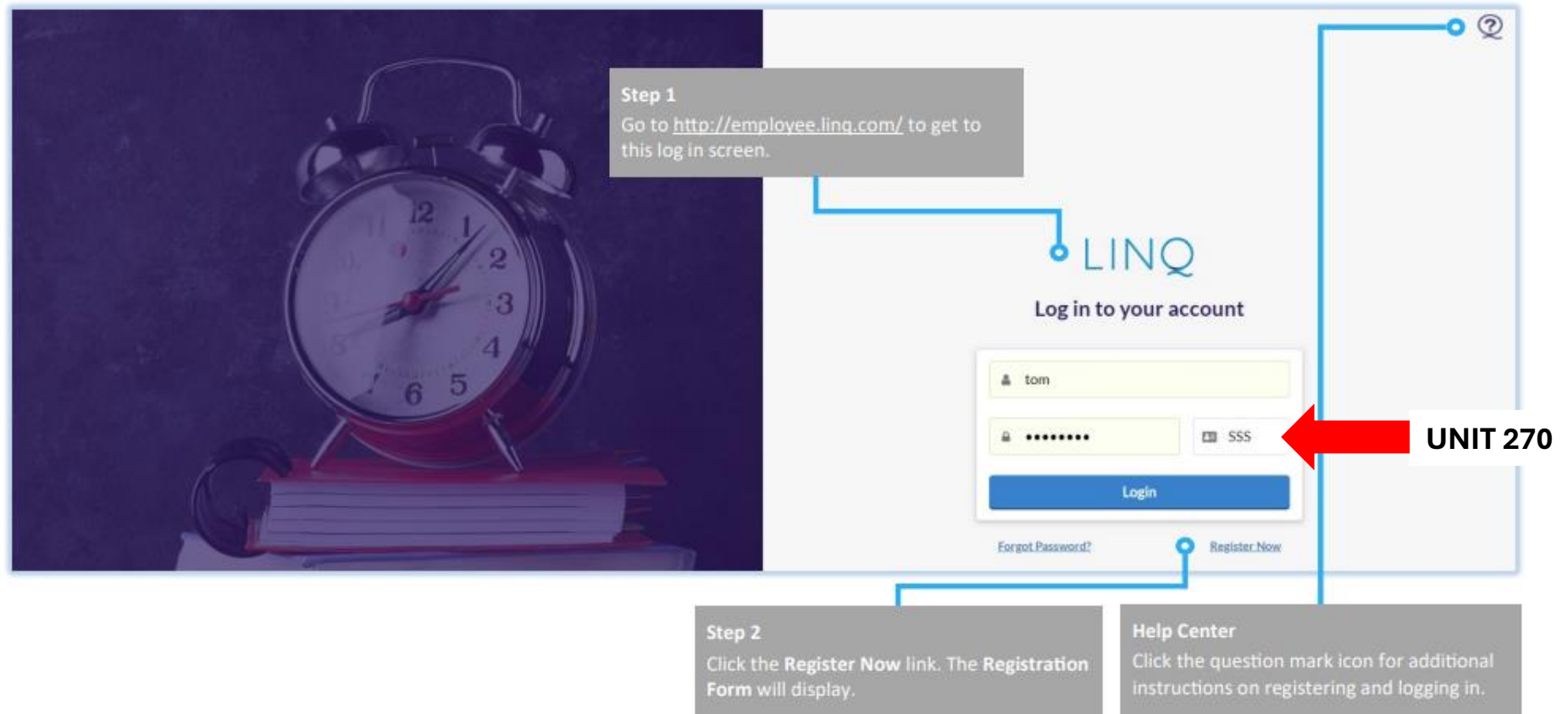


Registering for Employee LINQ

LINQ



The image shows a screenshot of the LINQ login page. On the left, there is a decorative image of a red alarm clock on a stack of books. The main content area is white and contains the LINQ logo, the text "Log in to your account", and a login form. The login form has two input fields: one for the username "tom" and one for the password "*****". To the right of the password field is a checkbox labeled "SSS". Below the input fields is a blue "Login" button. At the bottom of the login form are two links: "Forgot Password?" and "Register Now". A blue line with circular endpoints connects the "Register Now" link to a grey box labeled "Step 2". Another blue line connects the LINQ logo to a grey box labeled "Step 1". A red arrow points from a white box labeled "UNIT 270" to the "SSS" checkbox. A third blue line connects a question mark icon in the top right corner of the page to a grey box labeled "Help Center".

Step 1
Go to <http://employee.linq.com/> to get to this log in screen.

Step 2
Click the **Register Now** link. The **Registration Form** will display.

Help Center
Click the question mark icon for additional instructions on registering and logging in.

UNIT 270

Step 3

Enter a username in the **Enter a User Name** field, or check the **Use Existing User Name** checkbox if you already have user access to *LINQ* financial software.

LINQ

Complete the Registration Form

Enter a User Name:

Username

Username Required

Enter an Email Address:

Email

Email needs to be Currituck County Schools Email

☐ Use Existing User Name

Enter your Unit ID:

270

Step 4

Enter your Email Address, Unit ID, last 4 of your SSN, and your Birthdate.

Enter last 4 of your SSN:

last 4 of your SSN

Enter your Birthdate:

Birthdate

Enter a Password:

Password

Step 5

Enter a password and confirm.

Confirm Password:

Password

Step 6

Click the Register button.

Cancel

Register

The screenshot shows the LINQ login page. On the left, there is a background image of a red alarm clock on a stack of books. The login form on the right includes a 'LINQ' logo, the text 'Log in to your account', a username field containing 'tom', a password field with masked characters, a 'SSS' button, and a blue 'Login' button. Below the login button are links for 'Forgot Password?' and 'Register Now'. Two instructional callouts are present: 'Step 7' points to the password field, and 'Step 8' points to the 'Login' button. A red arrow points from the text 'UNIT 270' to the 'SSS' button.

Step 7
Enter your Username, Password, and Unit ID.

Step 8
Click the Login button. The Clock in / out screen will display.

UNIT 270