



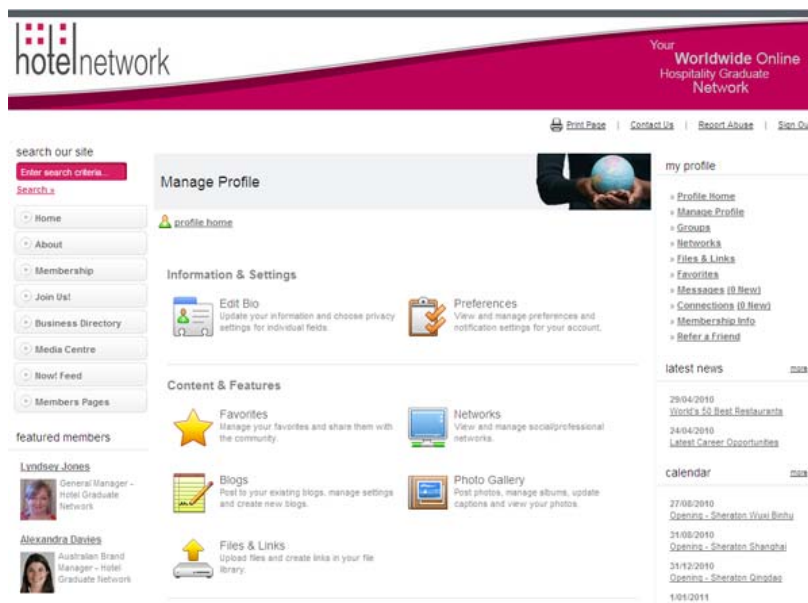
Welcome

The Hotel Graduate Network (www.hotelgraduatenetwork.com) provides graduates with an opportunity to promote themselves online to fellow members and other prospective career contacts.



2. Managing your profile

- Click on the 'Manage Profile' link on the top right menu on the Network Home Page.



The Manage Profile page gives you access to the following tools and links. This is where you can setup your profile.



Information & Settings

- Edit Bio - Update your information and choose privacy settings for individual fields.
- Preferences - View and manage preferences and notification settings for your account.

Content & Features

- Favourites - Manage your favourites and share them with the community.
- Networks - View and manage social/professional networks.
- Blogs - Post to your existing blogs, manage settings and create new blogs.
- Photo Gallery - Post photos, manage albums, update captions and view your photos.
- Files & Links - Upload files and create links in your file library.

Community

- Messaging - Read and manage messages, create and organize message folders.
- Groups - View and manage group membership, configure group options.
- Connections - View connection requests, manage connections and categories.
- Referrals - View referrals, track referral history and send invitations.
- Subscriptions - Manage your subscriptions for email notifications to blogs and forums.

Networking & Careers

- Resume/ CV - Create your Resume/ CV, manage security and privacy settings.

Account History

- Event Registrations - View and print existing registrations and view past events and photos.
- Membership - View your membership status and view membership renewal options.

For further help contact: info@hotelgraduatetwork.com