

Instructions for creating your student/alumni account on Pure Michigan Talent Connect (www.MiTalent.org)



New Account Creation

Step 1

- Click the Create Account button at the top right corner of the screen
- Click “Job Seeker”
- Read the Privacy and Terms of Use Statement and check the Consent box

Step 2

- Enter all required information and the Security Questions & Answers

Step 3

- Enter all required Career Information
- Check the Recent/Future College Graduate box and enter “Mid Michigan Community College” in the College field as follows

The screenshot shows the 'CREATE AN ACCOUNT' page on the Pure Michigan Talent Connect website. The page is divided into three steps: STEP 1, STEP 2, and STEP 3. STEP 3 is currently active. The main content area is titled 'Career Information' and contains several form fields:

- Career Status:** A dropdown menu with the text '< Select a Career Status >'. A red asterisk (*) indicates this field is required.
- Desired Position Level (select all that apply):** A list of checkboxes with the following options: Internship, Entry Level, Experienced (Non-Manager), Manager/Supervisor, Executive, and Available Part-Time.
- Highest Education Level Completed:** A dropdown menu with the text '< Select an Education Level >'. A red asterisk (*) indicates this field is required.
- Recent/Future College Graduate?:** A checkbox that is checked. Below it is a text input field containing 'Mid Michigan Community College'.
- Major/Concentration:** A dropdown menu with the text '< Select a Major >'. A red asterisk (*) indicates this field is required.
- Graduation Month/Year:** Two dropdown menus for 'Month' and 'Year', both with the text '< Select a Month >' and 'Year' respectively.
- Add Certificates/Licenses/Credentials?:** An unchecked checkbox.

On the right side of the page, there are two promotional boxes:

- Find Your One-Stop Service Center:** A box with the Michigan Works! logo and text: 'Michigan Works! Agencies provide a statewide network of Service Centers where employers connect with job seekers. [Learn more -->](#)'
- MAT2:** A box with the MAT2 logo and text: 'Michigan Advanced Technician Training (MAT®) Program. Gain the high-tech skills you need to succeed. [Learn more about MAT2 -->](#)'

- Upload a resume. If you don't have a resume, you can build one in the system once your account is created. Once created, simply sign in to your account and click Build a Resume in the Resume tab and follow instructions
- If you need any assistance, click the Tutorials link at the bottom right of the screen or click [here](#)

Existing Account Sign In

From the Home page, simply click “Sign In” at the top of the page and enter your Email Address and Password