# PirateLink

Student Guide



PirateLink is the Career Center's e-recruiting platform for Hampton University students and alumni. PirateLink uses technology to help students to connect with employers to secure jobs and internships. Employers use PirateLink as a recruitment tool to identify qualified candidates for full-time jobs and internships.

## Step 1: Login

• Go to <u>https://hamptonu-csm.symplicity.com</u> to access the PirateLink student login page. Select the Students/Alumni as your user type.

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	What type of u	ser are you?	
	Student/Alumni	Employer	
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## Step 2: Get Connected to PirateLink

- To log In, enter your username and create your password
  - Hampton University Students are required to use your Hampton University Student ID as your username to login to PirateLink (example: 12345678).
  - Click "forgot password" to create a new password or update; the PirateLink system will then email you a link with instructions.

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	Sign In Please enter your username and password. Username (Your student id)	Alumni Sign Up Signing up takes just minutes. Alumni Sign Up
	Password Student/Alumni Sign In	
	Forgot Password By clicking Student/Alumni Sign In, you agree that your use of the system is governed by your institution's privacy policies and our Privacy Policy and Terms	
	POWERED BY Symplicity	

Step 3: Update Your Profile (Personal and Academic)

• **Privacy:** Check your privacy settings and set them to your specifications.



### Step 4: Upload Your Resume

• Upload your resume document type as "**Resume**" and a Career Center staff will review and approve. Once approved you will have full access to PirateLink!

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### Now, start job searching!

### On your profile:

- Hover over the tab labeled "Jobs"
- Select and click **PirateLink Jobs**
- From PirateLink Jobs, you can browse a list of jobs, internships, fellowships or research opportunities.



### Help is always available!

We are here if you need assistance – just call us at 757.727.5331, or email us at <u>careercenter@hamptonu.edu</u>.