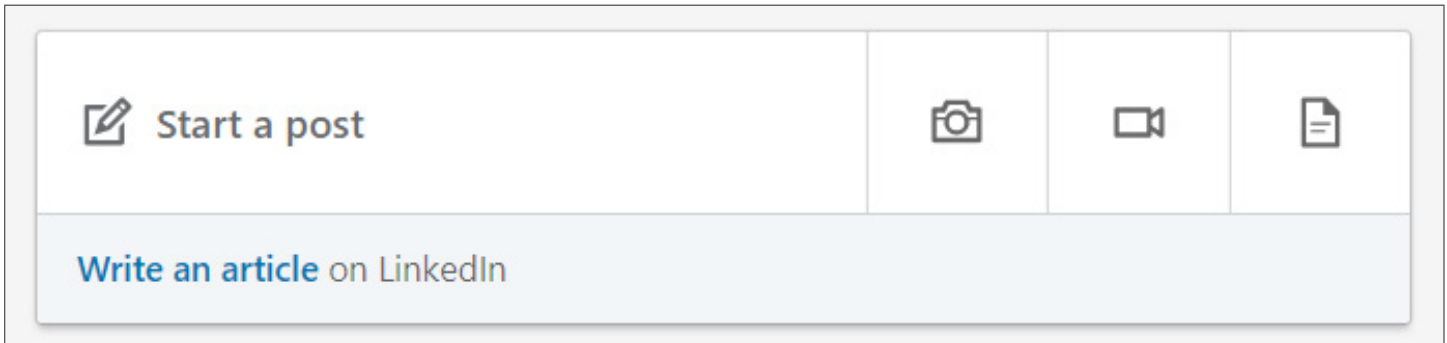


HOW TO POST ON LINKEDIN

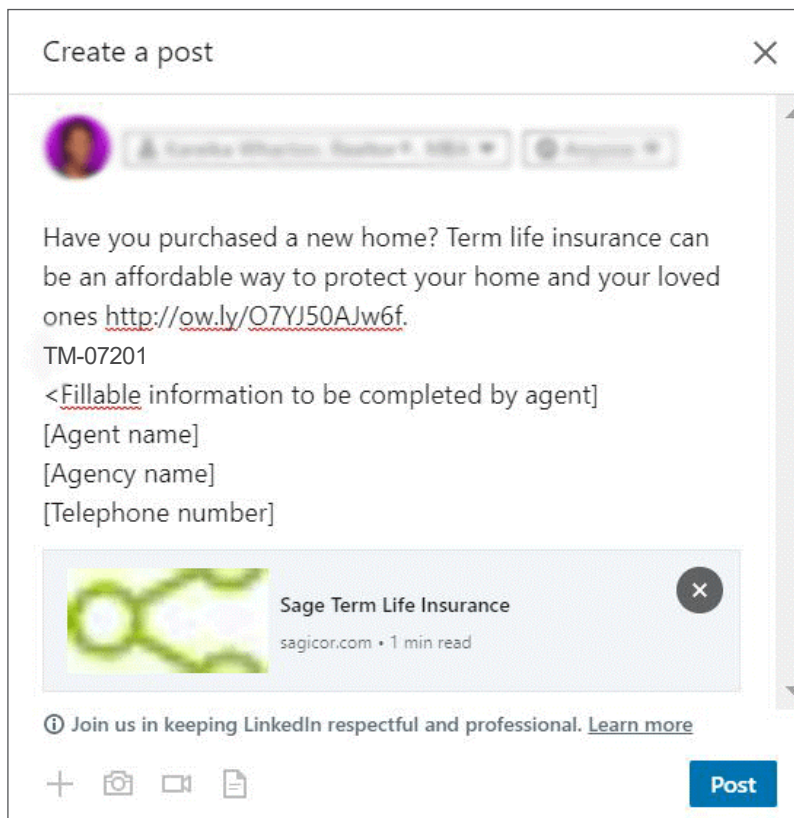
- 1 From the Homepage/Home Tab select **Start a Post**.



- 2 In the **Create a post** box, type the caption provided or, copy and paste the caption provided.

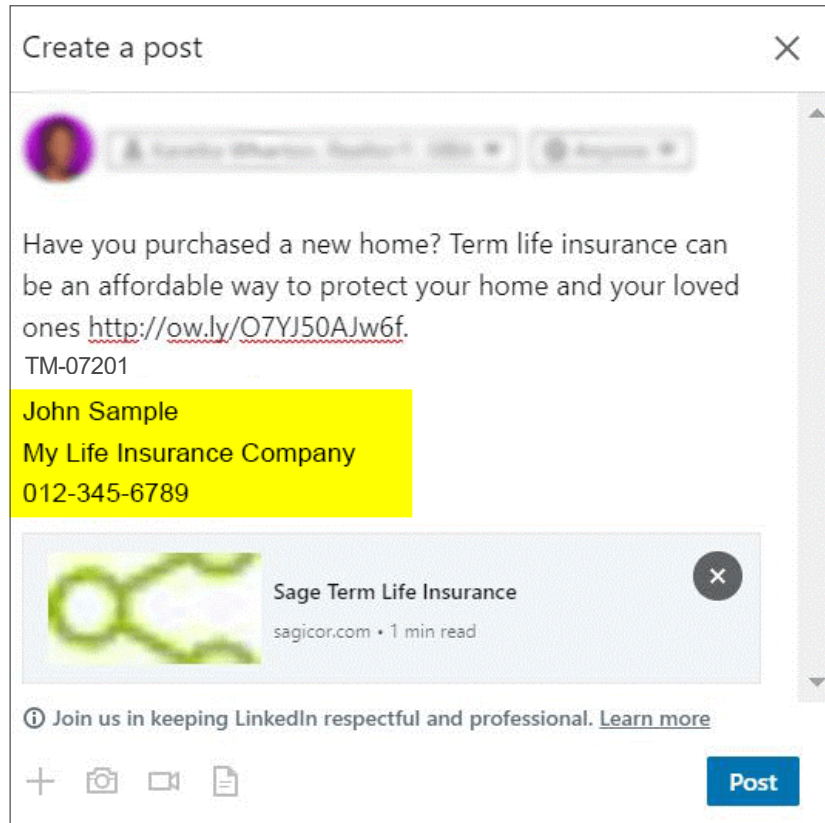
To copy, select the caption in the Word file provided, and press 'Ctrl and C' on your keyboard.

To paste, return to the **Create a post** box on LinkedIn, and press 'Ctrl and V' on your keyboard. **Please note that below the link you must include the provided form number.**



HOW TO POST ON LINKEDIN

3 Remember to fill out your **personal information** in each post — see example below.

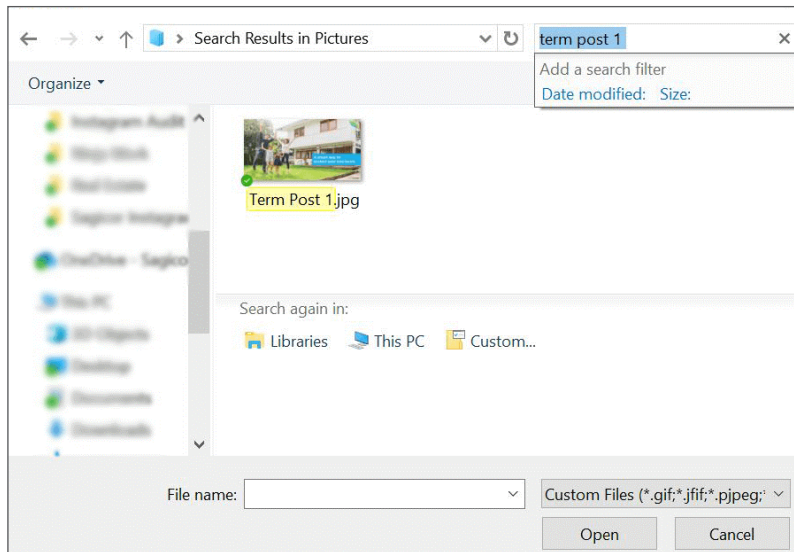


4 To upload the image that was provided, click on the grey “X” in the **Sage Term Life Insurance** box at the bottom of the post — this will get rid of that box.



HOW TO POST ON LINKEDIN

- To upload your image, click on the camera icon at the bottom of the **Create a post** box. Find the folder that contains the image that was provided. Select the image and click **Open**.



- Click **Post** to publish the post to the Timeline.

