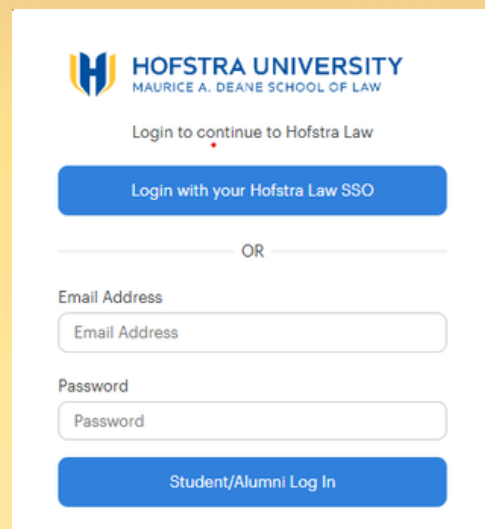


Welcome! Getting Started

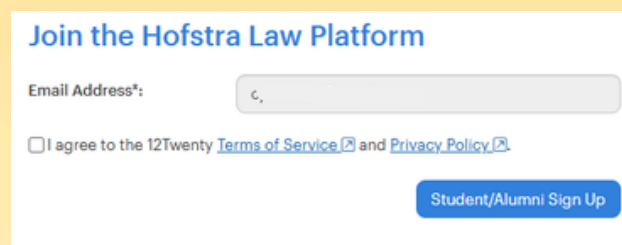
Signing In To and Setting Up Your Student Account

- 1 Navigate to **<https://hofstra-law.12twenty.com/Login>** on your computer or phone.
Be sure to bookmark the URL.
- 2 Click **“Login with your Hofstra Law SSO.”** You will need your Hofstra portal credentials and may need your phone to verify your identity.



The screenshot shows the Hofstra University login page. At the top is the Hofstra University logo and name. Below it, the text "Login to continue to Hofstra Law" is displayed. A blue button labeled "Login with your Hofstra Law SSO" is prominent. Below this button, the word "OR" is centered. Under "OR", there are two input fields: "Email Address" and "Password". At the bottom of the login section is a blue button labeled "Student/Alumni Log In".

- 3 Enter your Hofstra Pride email address and check the box to agree to the terms.



The screenshot shows the "Join the Hofstra Law Platform" sign-up page. It features a text input field for "Email Address*:". Below the input field is a checkbox with the text "I agree to the 12Twenty [Terms of Service](#) and [Privacy Policy](#)". At the bottom right is a blue button labeled "Student/Alumni Sign Up".

- 4 You will be prompted to identify up to your **top 5 practice areas** from a comprehensive list, up to your **top 5 preferred cities**, and your **LinkedIn URL**. By providing this information, you can stay informed with the latest career resources, events, jobs, and interviews that match your unique preferences; be sure to frequently update the “Preference” section of your profile with practice areas and geographic locations you are excited about.

When you set your preferred cities, the platform will suggest job openings within a certain number of miles from those cities. Suggested selections for NYC and LI:

Nassau County: **Mineola - NY**

Suffolk County: **Melville - NY; Islip - NY; Riverhead - NY**

New York County (Manhattan): **New York - NY**

Queens County: **Jamaica - NY**

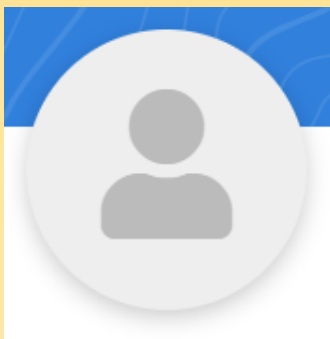
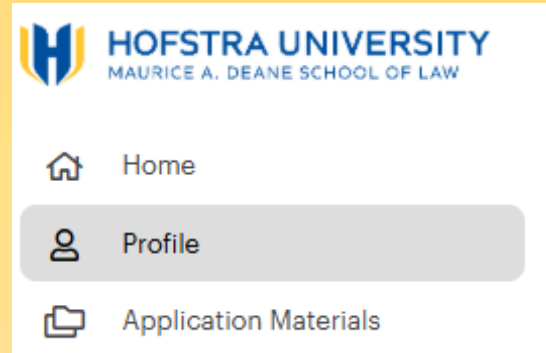
Bronx County: **Bronx - NY**

Kings County: **Brooklyn - NY**

Richmond County: **Staten Island - NY**

Setting up your student profile is easy and helps the career advising team get to know YOU better and connect you with relevant jobs and events. So even if you have secured post-graduate employment, you should take advantage of the many networking opportunities.

Once logged in, select “**Profile**” from the left side navigation menu.



Let's add a photo of you. Hover over the grey profile image and select Change Image to upload your photo.

Under your picture, select **Profile**. On the right side of each section (General, Contact Info, Other), select **Edit** and complete the fields for which you have information.

Selecting the Student Organizations of which you are a member will be very helpful so we can share relevant events, scholarships, etc. If you are part of an organization that is not listed, email lawcareer@hofstra.edu with the name of the organization.

Be sure to click **Save** at the bottom of each section.

A screenshot of a web form titled "Student Organizations". At the top is a dropdown menu with the text "-- Select a Value --". Below this is a list of student organizations, each preceded by an unchecked checkbox. The organizations listed are: Older/ Wiser Law Students (OWLS), Phi Alpha Delta (PAD), Public Justice Foundation (PJF), Real Estate Law Association, South Asian Law Students Association (SALSA), Sports and Entertainment Law Society (SELS), Student Bar Association, Student Division of the Federal Bar Association, Tax Law Society, Trusts & Estates Law Society, and Veterans Law Student Association.