Getting started on Bristol Connects

Are you visiting Bristol Connects for the first time? If so, please read the information below on getting started and setting up your profile.

If you have any questions, you can reach us by emailing bristol-connects@bristol.ac.uk.

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Getting started: creating your account

1. Sign up by clicking on the ‘Create an account’ link at bristol.ac.uk/bristol-connects.

2. Complete the registration form.

Personal information such as your date of birth and home address will only be used to match you to our records.

All Bristol Connects users are verified so you can be sure every member is connected to the University in some way.
You will be asked about the subject you studied, level of study and year of graduation. This information is used to help us link your registration to your alumni record – if you’re not sure, don’t worry, we’ll be able to contact you if we need more information.

Those who have completed more than one course should include details of their first degree. Current students should indicate the year you expect to graduate.

Most accounts will be automatically verified if the information you use to register matches the information we have on your alumni record. Some accounts will need to be manually verified, please note this typically takes 2-3 working days but may take longer during holiday periods.

3. Once you have completed the registration form you will receive two emails:
   - A first confirming that your account has been created
   - A second once your account has been verified. Once you receive this message you will be able to use the username and password chosen at registration to log-in.

Forgotten your password?

If you have forgotten your password do not attempt to register again.

Reset your password by clicking the ‘Forgot your password’ link.

If you have forgotten your username, please contact help@aluminati.net
Bristol Connects can help you expand your network and get in touch with fellow former students. Complete your profile as best you can to ensure those who may be looking to connect with you can find you easily. Include a photo, your interests, your professional history and what you studied at Bristol.

**Complete your personal profile**

4. **Sync with LinkedIn**

The fastest way to populate your profile is to sync with LinkedIn. This process pulls information from your LinkedIn profile such as your profile photo, education and professional history into your Bristol Connects personal profile, saving you from having to enter these details manually. Re-sync to LinkedIn at any time to update your profile.

5. **Add a profile picture**

Putting a face to a name is a great way to make your profile more engaging, and can also help you to be easier to find in search results.

You can change your picture at any time by hovering over it in your profile and clicking on 'Edit Photo'.
6. **Tell people about yourself**

The more information you have on your profile, the easier it will be for the right connections to find you and vice-versa.

Your personal headline is for a brief summary of what you are getting up to nowadays - particularly nice for any old classmates to see!

The bio section is where you can add more detail about your history, your inspirations and motivations.

7. **Add your location**

Your full address is not visible to other members of Bristol Connects – maintaining your privacy – but a pin will be placed on the alumni network map to help members in the same region connect.

8. **Help other get in touch with you**

Have a website, LinkedIn profile or blog? Like to communicate on social media?

Add your details to the Email/Web section to allow others to contact you via other platforms as well.
Complete your Alumni Profile

Your Alumni Profile is not visible to other members but can be used by the University to help current and potential students. Please read the information in this section carefully – it is an optional module that you can opt in or out of at any time.

The University of Bristol uses real alumni stories to help engage with potential students. Share your career stories to help current and prospective students picture where their time at University could lead them.

Creating your Alumni Profile is quick and easy:

To activate your Alumni Profile, toggle the ‘Opt in’ button and complete your profile with as much information as you can.

The information provided will be used to highlight the different career paths of our alumni.

Once completed your profile will be added to our database of graduate stories for use by University staff. It will not be visible to any other Bristol Connect users.

Ensure that you read and understand the programme statement when opting in to the Alumni Profile module.

If you have any questions about how your alumni profile will be used please get in touch with the Bristol Connects team at bristol-connects@bristol.ac.uk.
Your University Record: update your details online

Your University Record is the information that the University of Bristol holds about you. Update your details online or change how we communicate with you so that we’re able to let you know about the news, events and services most relevant to you.

Go to your University Record to update your:

- Personal details
- Employment history
- Contact details
- Communication preferences

Staying in touch with alumni, like you, is hugely important to us. We use your data responsibly to enrich your experience with the University through relevant and interesting communications and events. You can read about how we use your data in our data protection policy.