

CUES LEARNING PORTAL

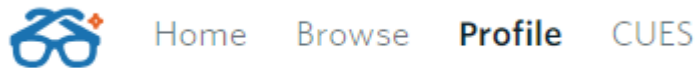
POWERED BY  degreed.

Add or Remove a Topic or Skill

Add Topics and Skills based on those of interest to you for your own development. The topics and skills identified will help to build your feed and provide you with content of interest.

Add a New Topic or Skill

1 Click *Profile*

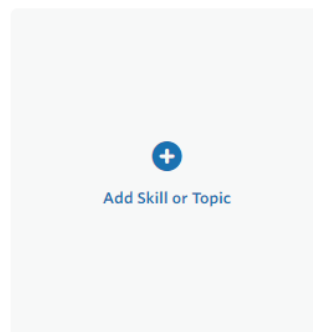


2 Click *Skills*

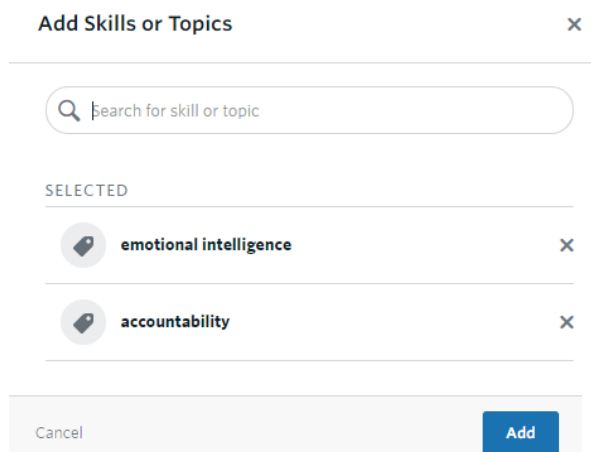


3 Click *Add Skill or Topic*

Skills and Topics



4 Type a skill or topic into the search bar, select from the dropdown and click *Add*. You can add more than one skill at a time.

A screenshot of a dialog box titled 'Add Skills or Topics' with a close button (x) in the top right corner. Below the title is a search bar with a magnifying glass icon and the placeholder text 'Search for skill or topic'. Underneath the search bar is a section labeled 'SELECTED' which contains two items: 'emotional intelligence' and 'accountability'. Each item has a small gray square icon with a white plus sign to its left and a close button (x) to its right. At the bottom of the dialog box, there are two buttons: 'Cancel' on the left and 'Add' on the right.

Remove a Skill

From the Skills tab in your profile, hover your cursor over *Following* on the skill you'd like to remove, and the word will change to *Unfollow*. Click *Unfollow* to remove the skill.

