

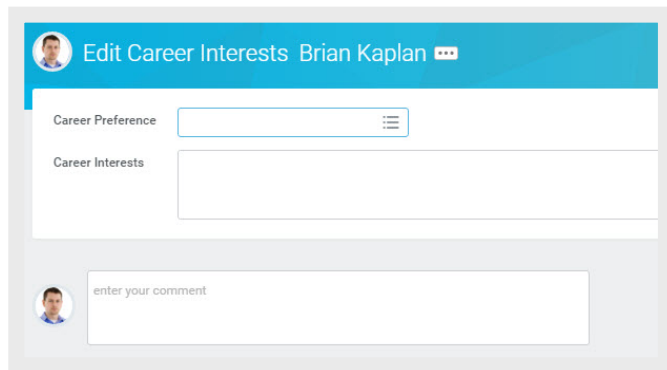


Manage Career Interests

1. Navigate to the **Profile** icon > **View Profile**. Your Employee Profile page displays.
2. Click your **Related Actions** icon .
3. Select **Talent** > **Edit Career Interests**.
4. Click the **prompt** icon  to select a Career Preference.
5. Enter your career interests.



6. Click **Submit**.
7. Click **Done** to complete the Submission step.

Manage Travel Preferences

1. Click your **Related Actions**.
2. Select **Talent** > **Edit Travel Preferences**.
3. Select the appropriate response for the “Are you willing to travel?” field.
4. Enter additional information, if needed.

5. Click **Submit**.
6. Click **Done**.

Manage Job Interests

1. Click your **Related Actions**.
2. Select **Talent** > **Edit Job Interests**.
3. Select one or more Job Profiles from the prompt.
4. Enter any comments.
5. Click **Submit**.
6. Click **Done**.

Manage Relocation Preferences

1. Click your **Related Actions**.
2. Select **Talent** > **Edit Relocation Preferences**.
3. Select the appropriate response from each field.
4. Enter additional information if needed.
5. Click **Submit**.
6. Click **Done**.