

ASTTBC TechPRO POSTING PROCEDURE

For your bio, you will be requested to include the following information:

- Why I became a Technology Professional (*max 250 characters*)
- Background (*max 1000 characters*)
- Career Experience (*max 500 characters*)
- Career Highlights (*min 2 bullet items; max 100 characters per bullet item*)
- Professional and Community Activities (*max 300 characters*)
- Position (*max 100 characters*)

TIPS:

- Prepare your bio ahead of time so you can cut and paste into the fields.
- As there is a maximum character count for each item, keep your information brief and to the point.
- Always use appropriate language and photo.
- Be positive and proud!
- Spell check and double check your work...Remember, this is a reflection of you as a professional.

To view a sample TechPROfile, go to <http://www.techprofile.ca/techprofile.php?e9x6K>.

When you're ready to post:

1. Go to TechPRO web page at www.techprofile.ca/
2. Click "*Member Login*"
3. Initial Authentication and Member Verification
 - Enter Username (Member No.)
 - Enter password *

* If you have never created a password, enter 123 and you will receive the message "**LOGIN failed due to our system not having record of you creating a password**". Click "*create your password*" and create login as instructed.

If you require assistance, please contact Karen Taylor @ ktaylor@asttbc.org or (604) 585-2788 ext 236.

Thank you for taking the time to share your journey on becoming a technology professional!