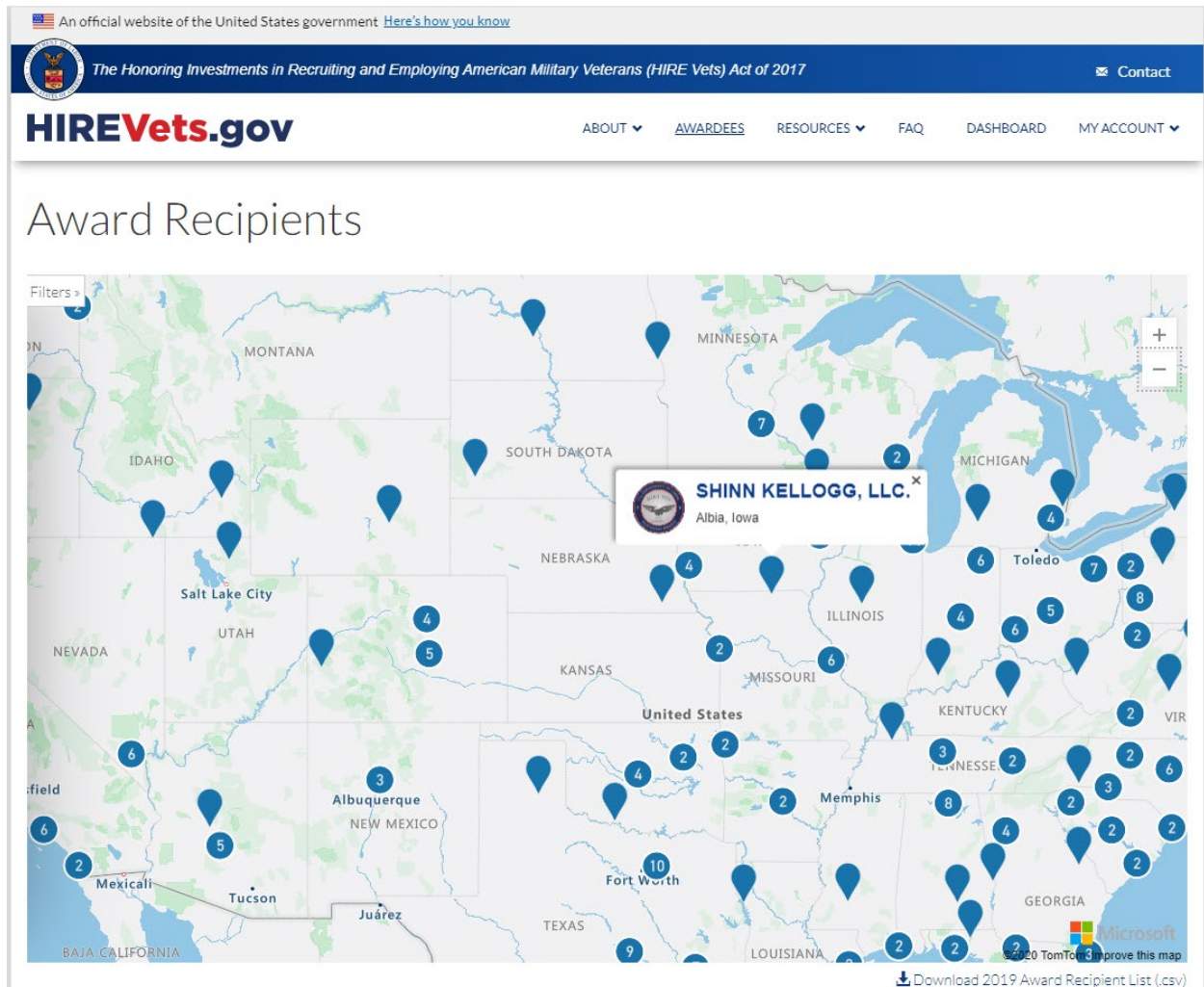


HVMP URL Update User Guide

Can veterans connect directly to you? Make sure you've updated your profile with a URL that takes them to your website!



Welcome to the [HIREVets.gov/Awardees](https://www.hirevets.gov/Awardees) page!

As you can see above, someone has clicked on a blue dot in Iowa, and the company name comes up, along with the respective medallion, and the City, State. You'll also notice the company name is in **bold font**...that is a hyperlink that will take veterans to whatever website page you have set up for them, via the account holder's profile page.

Setting the URL Hyperlink in the Account Holder Profile

You can set and update the hyperlink via the Account Holder profile. If you are a medallion recipient, that link will appear on the Awardees page. Here's how to do it:

1. Login to your account at HIREVets.gov.

The screenshot shows the HIREVets.gov website. At the top, there is a blue header with the text "An official website of the United States government" and a link "Here's how you know". Below this is a navigation bar with the HIREVets.gov logo and links for ABOUT, AWARDEES, NEWS, RESOURCES, and FAQ. The LOGIN button is highlighted with a red circle. Below the navigation bar is a yellow banner with the text "Coronavirus Resources". The main content area features a large image of an American flag with the text "HIRE Vets Medallion Program" and a subtitle "Recognizing employers for their investments in recruiting, employing, and retaining our nation's heroes." To the right of the main image are two buttons: "Review 2020 Criteria" and "2019 Award Recipients Released". Below the main image is a section titled "Honoring the Employers who Hire our Nation's Heroes" with a description of the award and a link to "Review the criteria for the 2020 award cycle". At the bottom, there are two tabs: "Program Overview" and "What Employers are Saying About the Program".

2. Once you're logged in, select the MY ACCOUNT dropdown and then select MY PROFILE

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 The Honoring Investments in Recruiting and Employing American Military Veterans (HIRE Vets) Act of 2017 Contact

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Dashboard

Notice
93
days until Award Recipients
recognized
[View Application Timeline](#)

2020 HIRE Vets Application

[Welcome](#) [Determine Application Type](#) [Select Application Type](#)

Welcome to the 2020 HIRE Vets Medallion Program Application Period

What's New for 2020?

Application fee payments will now be required as part of your application submission to VETS. This application fee covers the costs of processing your application. The fee amount will vary depending on the size of your organization:

- Small Employers (1-50 employees) - \$90
- Medium Employers (51-499 employees) - \$190
- Large Employers (500+ employees) - \$495

Get Started

To get started, you can answer a few questions to determine which HIRE Vets Medallion Program Award application to apply for or choose an application directly. Any applications you created in prior years are available to view on your Application History page (also accessible from your My Account menu).

[Determine which Award to Apply for](#)

or

[Select an Award Application Directly](#)

 **United States
Department of Labor** Engage Share

3. You will now be able to edit the profile and update the URL hyperlink. Select either of the EDIT options in the My Profile dialog box.

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 The Honoring Investments in Recruiting and Employing American Military Veterans (HIRE Vets) Act of 2017 Contact

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 Dashboard

Notice

93

days until Award Recipients

recognized

View Application Timeline

My Account

My Account gives you quick access to your account information and the ability to change your password.

My Profile [Edit](#)

First Name:	Randall
Last Name:	Smith
Employer Name:	TEST - Smith Industries
Employer URL:	None Entered

EDIT

Password [Reset Password](#)

Your password protects your account. If you choose to reset your password you will have to enter your current password.

RESET PASSWORD

 **United States**
Department of Labor  Engage  Share

4. Selecting EDIT has taken you to the profile page. As you can see below, the profile is completely filled out for me, the account holder. As the Account Holder, I'm the one who submitted the application for my employer, SmithIndustriesLLC. However, I never filled out the Employer URL block. Now that we know we're receiving the Medallion Award, I simply type in the URL for my website, <https://www.hirevets.gov> and select SAVE

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Dashboard

Current Application

Notice

93

days until Award Recipients recognized

[View Application Timeline](#)

SmithIndustriesLLC

This page allows you to change your profile. These settings include things like your name, employer name and email address.

Email (* Required)

Employer Name (* Required)

First Name (* Required)

Last Name (* Required)

Phone Number (* Required)

Employer Phone Number

Employer URL

[SAVE](#)

- When I go back to the My Profile page (and you will have to loop back to it) I can see that the Employer URL is updated. If my company develops a veteran-specific page in the future, I can go back in and update it again.

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 Dashboard

My Account

My Account gives you quick access to your account information and the ability to change your password.

My Profile [Edit](#)

First Name:	Randall
Last Name:	Smith
Employer Name:	TEST - Smith Industries
Employer URL:	https://www.hirevets.gov

[EDIT](#)

Password [Reset Password](#)

Your password protects your account. If you choose to reset your password you will have to enter your current password.

[RESET PASSWORD](#)

 **United States
Department of Labor** [+ Engage](#) [Share](#)

- If you have already earned a HIRE Vets Medallion Award, this will make your employer name a live hyperlink on the HIREVets.gov/Awardees page.
- If this is your first year putting in an application, you will show up on the newly updated map in November if you are approved for the award.

As always, if you have any questions, let us know at HIREVets.gov via the contact form, our email at HIREVets@dol.gov, or give us a call at (202) 693-4745.