

DESIGN JAM / JUNE 2022

LinkedIn Admin Center

LBP DESIGN TEAM

[GO/ADMINCENTER-DESIGN-JAM](#)

ADMIN CENTER

LinkedIn Business Platform Application (Ember)

Role: UXD Lead

LinkedIn Admin Center is the business platform approach for the purchasing and management of our enterprise products. To make conducting business with LinkedIn easier, we built self-service contract and billing capabilities for our business and field customers. Self-serve contract and billing management are table stakes in our industry. The lack of field self-serve capabilities accounts for 2 of the top 3 issues in the ease of doing business with LinkedIn.

A photograph of two young women sitting at a desk, looking at a laptop screen. The woman in the foreground has long dark hair and is wearing a yellow shirt. The woman behind her has dark hair and is wearing a red shirt. They are both smiling and appear to be studying or working together. A large white circle is overlaid in the center of the image, containing the word 'Intro' in blue text. In the background, there is a potted plant and some papers on the desk.

Intro

What is Admin Center?

Admin Center is the business platform approach for the purchasing and management of our enterprise products. To make conducting business with LinkedIn easier, we are building self service contract and billing capabilities for our business and field customers.

What is Admin Center?



Opportunities for self-serve - UXR

Admins often confound their satisfaction with the admin experience with product satisfaction

“It is impossible to reach someone with a question. The customer service is abysmal.”

“Overall, it's been user friendly. I think that adding users to groups and removing them could be more user friendly.”

“Navigator has become a crucial tool for our business' prospecting efforts. I love the ease of use, customizability, and accuracy of the Navigator platform.”

“I have had minimal 'after-care' since buying the license. Functions do not work since upgrading from Recruiter Lite to full Recruiter. I cannot access anyone to speak to at LinkedIn”

A photograph of a man with glasses, wearing a blue and white striped shirt and a green vest, sitting at a wooden desk. He is looking at a laptop screen. On the desk, there is a pair of black headphones, a small wooden coaster, and a closed laptop with a red logo. A white circle is overlaid on the image, containing the word "Onboarding" in a dark green, sans-serif font.

Onboarding

Arnold's user journey

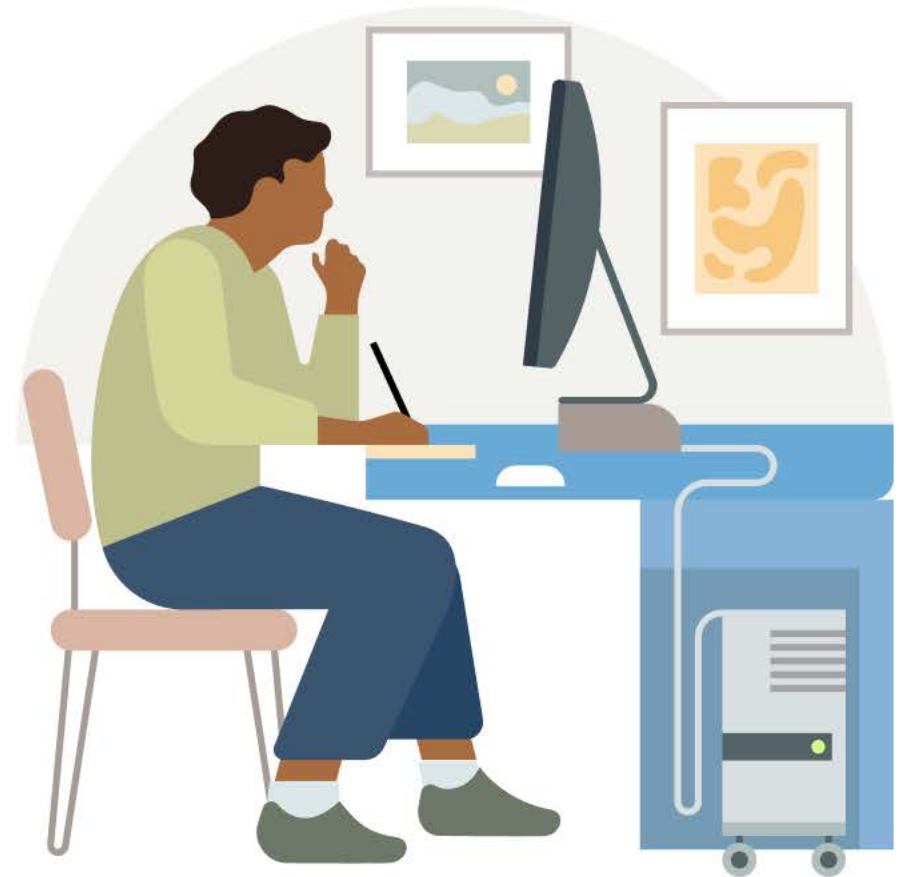
For our Pilot launch we have identified a selection of users that have been granted early access to Admin Center

I would like a way to access and manage my field contracts



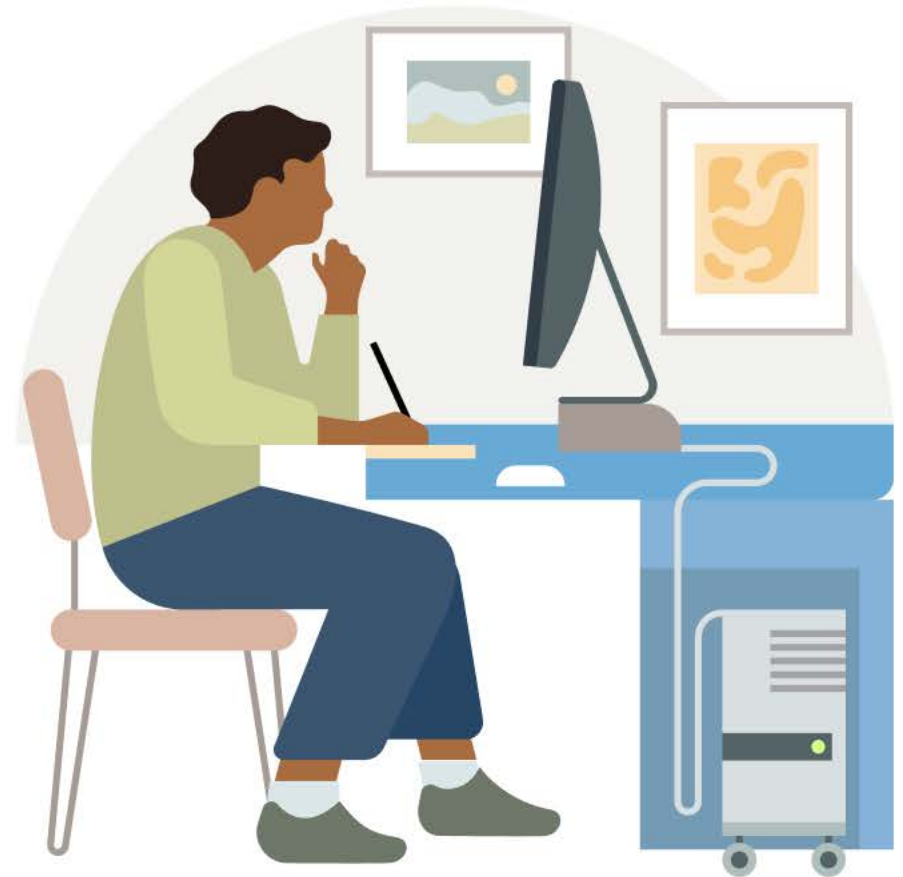
Arnold

Product Delivery Manager at Flexis



Arnold's user journey

- 1 Email invitation
- 2 LinkedIn sign in page
- 3 Account activation
- 4 Admin Center



Arnold's user journey

1

Email invitation

Arnold receives an email to join Admin Center

2

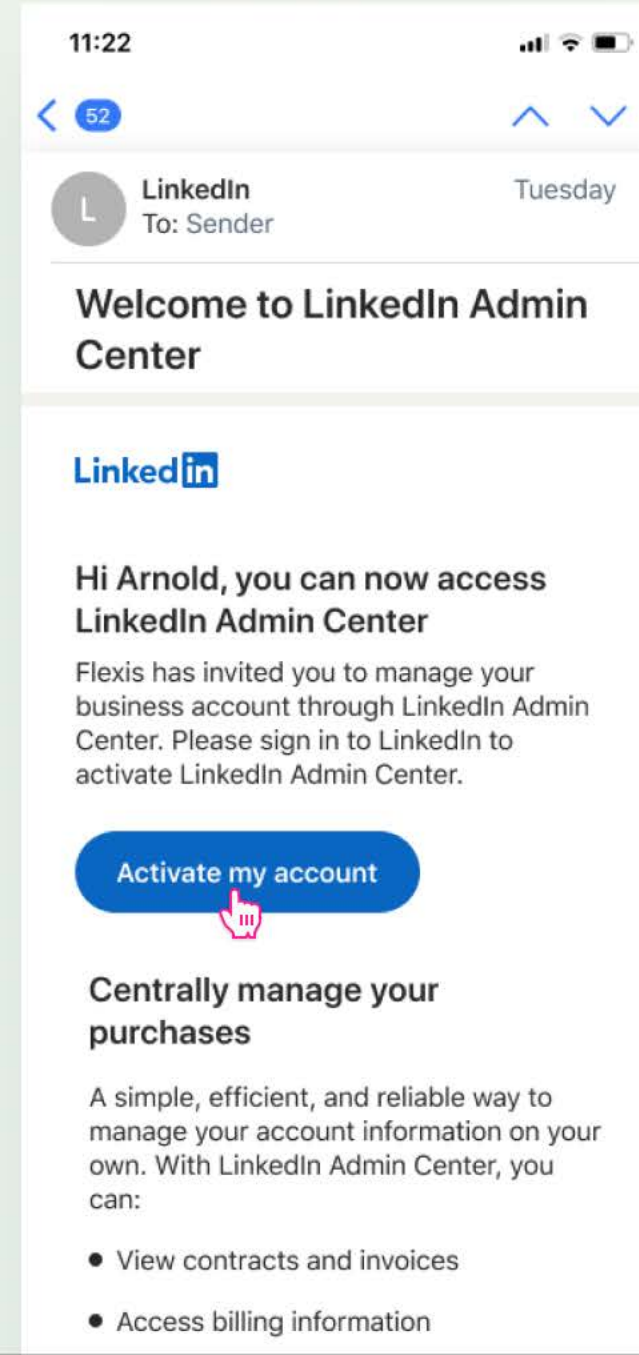
LinkedIn sign in page

3

Account activation

4

Admin Center



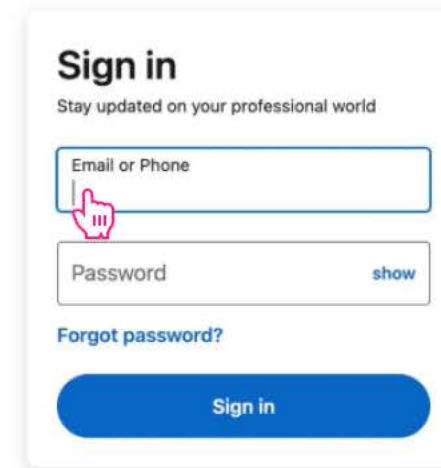
Arnold's user journey

1 Email invitation

2 LinkedIn sign in page
Arnold signs in to his LinkedIn account
Flagship

3 Account activation

4 Admin Center



The screenshot shows the LinkedIn sign-in interface. At the top, it says "Sign in" in bold, followed by the tagline "Stay updated on your professional world". Below this are two input fields: "Email or Phone" and "Password". A pink hand cursor icon is positioned over the "Email or Phone" field. The "Password" field has a "show" link to its right. Under the password field is a link that says "Forgot password?". At the bottom of the form is a large blue button labeled "Sign in".

New to LinkedIn? [Join now](#)

Arnold's user journey

1 Email invitation

2 LinkedIn sign in page

3 Account activation
Upon accepting the invitation Arnold's personal LinkedIn profile is now connected to his company Flexis

Flagship

4 Admin Center



Connect your account to LinkedIn Admin Center

Get access to LinkedIn Admin Center, provided by Flexis

Your organization can access and retain the following information:

• Profile information (e.g., name, title, photo)

• LinkedIn Admin Center activity

By clicking **Accept & continue**, you agree to the above and that Admin Center may personalize your experience using your LinkedIn data.

Accept & continue

Cancel

Not you?

Arnold's user journey

1 Email invitation

2 LinkedIn sign in page

3 Account activation

4 Admin Center

Arnold now has access to Admin Center Pilot where he can review his field contracts, orders, and transactions

LBP

Admin Center

Flexis
akingsley@flexis.com

Contracts & orders
Transactions

Contracts & orders

Active	Expired
Contract FLD123133 Active Total: \$12,000.00 · Number of orders: 2 · Jun 30, 2021 – Jun 30, 2023	
Contract FLD156455 Active Total: \$6,000.00 · Number of orders: 1 · Jun 28, 2021 – Jun 28, 2022	
Contract FLD143789 Active Total: \$18,000.00 · Number of orders: 3 · Jun 22, 2021 – Jun 22, 2022	
Contract FLD144330 Active Total: \$24,000.00 · Number of orders: 4 · May 11, 2022 – May 11, 2023	
Contract FLD139109 Active Total: \$36,000.00 · Number of orders: 4 · Apr 10, 2022 – Apr 10, 2023	
Contract FLD159765 Active Total: \$64,000.00 · Number of orders: 5 · Mar 15, 2022 – Mar 15, 2023	
Contract FLD123321 Pending Total: \$12,000.00 · Number of orders: 2 · Jun 06, 2022 – Jun 06, 2023	



Pilot

Arnold's user journey

For our Pilot launch we have identified a selection of users that have been granted early access to Admin Center

I would like a way to access and manage my field contracts



Arnold
Product Delivery Manager at Flexis



Arnold's user journey

- 1 Entry Point
- 2 Contracts & orders
- 3 Contract details
- 4 Orders & transactions
- 5 All transactions



Arnold's user journey

1

Entry Point

Arnold selects 'Access my Premium' from his LinkedIn account

Flagship

2

Contracts & orders

3

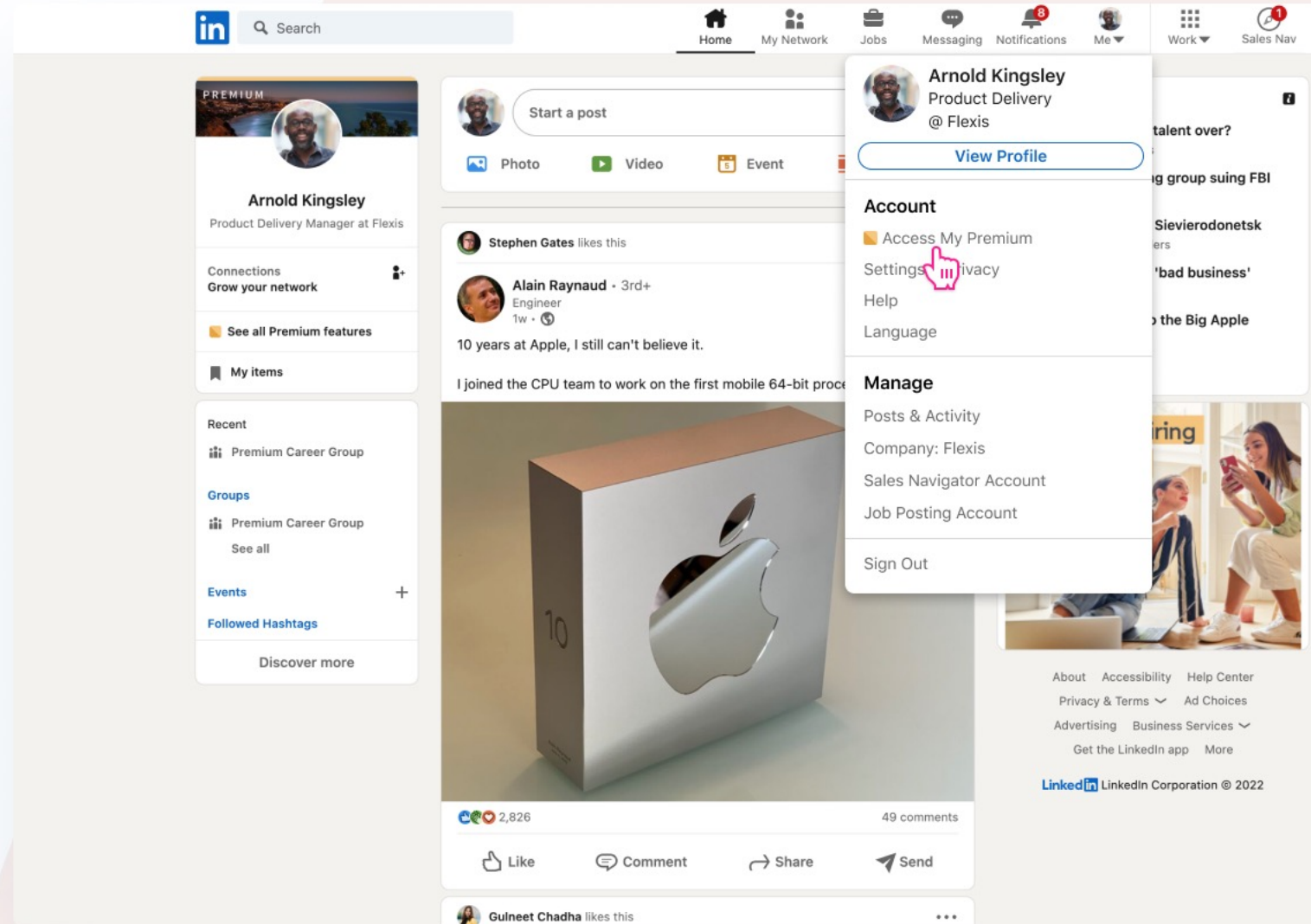
Contract details

4

Orders & transactions

5

All transactions



Arnold's user journey

1

Entry Point

Arnolds selects the entry point from Premium to Admin Center to view all of his contracts

Premium

2

Contracts & orders

3

Contract details

4

Orders & transactions

5

All transactions

PREMIUM
My Premium

You have multiple Premium plans
Premium since 05/08/21

Premium Career Subscription
Personal subscription
[Manage personal subscription](#)

Sales Navigator Advanced Subscription
Provided by Flexis
[Manage business subscription](#)

Recommended for you
Based on your goals to job search and grow my network [Update](#)

InMail
Contact anyone with InMail, even if you're not connected

Use InMail to reach out directly and credibly to hiring managers, potential leads, or anyone else outside your network. The most successful InMails are simple, direct, and mention specific details from the recipient's profile.

InMails credits available: 2
15 new InMail credits on 01/23/2021
2 InMail credits expire on 01/23/2021

Who's Viewed Your Profile
See who's viewed your profile, how they found you

When someone views your profile, it suggests that they're interested in your professional experience. This provides a great opportunity to send them a message via InMail if you're also interested in their professional experience.

Top applicant jobs
Job search smarter with Top Applicant recommendation

Feature description — 4 lines ideal and no more than 5 lines — We'll help you find jobs where you may have the advantage. Our top applicant job recommendations

Arnold's user journey

1

Entry point

2

Contracts & orders

Arnold selects a contract to view additional details

LBP

3

Contract details

4

Orders & transactions

5

All transactions

LinkedIn Admin Center



Flexis
akingsley@flexis.com

Contracts & orders

Transactions

Contracts & orders

Active

Expired

[Contract FLD123133](#) Active

Total: \$15,000.00 • Number of orders: 2 • Jun 30, 2021 – Jun 30, 2023

[Contract FLD156455](#) Active

Total: \$6,000.00 • Number of orders: 1 • Jun 28, 2021 – Jun 28, 2022

[Contract FLD143789](#) Active

Total: \$18,000.00 • Number of orders: 3 • Jun 22, 2021 – Jun 22, 2022

[Contract FLD144330](#) Active

Total: \$24,000.00 • Number of orders: 4 • May 11, 2022 – May 11, 2023

[Contract FLD139109](#) Active

Total: \$36,000.00 • Number of orders: 4 • Apr 10, 2022 – Apr 10, 2023

[Contract FLD159765](#) Active

Total: \$64,000.00 • Number of orders: 5 • Mar 15, 2022 – Mar 15, 2023

[Contract FLD123321](#) Pending

Total: \$12,000.00 • Number of orders: 2 • Jun 06, 2022 – Jun 06, 2023

Arnold's user journey

1 Entry point

2 Contracts & orders

3

Contract details

Contract details include general information, orders, billing information, transactions, and manually onboarded admins

LBP

4 Orders & transactions

5 All transactions



Flexis
akingsley@flexis.com

Contracts & orders

Transactions

Contracts & orders >

Contract FLD123133

General information

Status	Start - end date	Subscription term	Contract total
Active	Jan 11, 2022 - Jan 11, 2023	12 months	\$32,779.69

Expand to see all

Orders

Order number	Order type	Start date	End date	Payment method	Total	
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	Invoice	\$8,639.70	Download
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	Invoice	\$8,040.00	Download

View all

Billing information

[Click here](#) to request a change in billing frequency or payment method

Billing frequency	Payment method	Payment term	PO number
Monthly	Invoice	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact**, linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

Arnold's user journey

1 Entry point

2 Contracts & orders

3 Contract details

Arnold scrolls down to see additional cards which include transactions, and manually onboarded admins

LBP

4 Orders & transactions

5 All transactions



Contracts & orders

Transactions

FLD12312123-1 Add-on Feb 8, 2021 Feb 8, 2022 Invoice \$8,040.00

[View all](#) →

Billing information

[Click here](#) to request a change in billing frequency or payment method

Billing frequency	Payment method	Payment term	PO number
Monthly	Invoice	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact**, linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

Invoice number	Status	Issue date	Due date	Payment method	Total	
INV1238	Paid	Apr 8, 2022	Apr 8, 2022	Invoice	\$8,639.70	
INV1238	Paid	Mar 8, 2022	Mar 8, 2022	Invoice	\$8,040.00	

[View all](#) →

Admins

User	Onboarding status	Invited on
Arnold Kingsley akingsley@flexis.com	Activated	Apr 11, 2022

[View all](#) →

Arnold's user journey

1 Entry point

2 Contracts & orders

3

Contract details

Arnold scrolls back up and selects view all from the contract specific orders card

LBP

4

Orders & transactions

5

All transactions



Contracts & orders

Transactions

Contracts & orders >

Contract FLD123133

General information

Status	Start - end date	Subscription term	Contract total
Active	Jan 11, 2022 - Jan 11, 2023	12 months	\$32,779.69

Expand to see all

Orders

Order number	Order type	Start date	End date	Payment method	Total	
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	Invoice	\$8,639.70	Download
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	Invoice	\$8,040.00	Download

View all

Billing information

[Click here](#) to request a change in billing frequency or payment method

Billing frequency	Payment method	Payment term	PO number
Monthly	Invoice	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact**, linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

Arnold's user journey

1 Entry point

2 Contracts & orders

3 Contract details

4 Orders & transactions

Arnold selects the download icon to save a copy of this contract specific invoice

LBP

5 All transactions

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Transactions

Contracts & orders > Contract FLD123133 >

Transactions

Invoice number	Status	Issue date	Due date	Payment method	Total	Contract number	
INV1238	✓ Paid	Apr 11, 2022	May 11, 2022	Invoice	\$8,639.70	FLD123133	Download icon
INV1237	✓ Paid	Mar 11, 2022	Apr 11, 2022	Invoice	\$8,040.00	FLD123133	Download icon
INV1236	✓ Paid	Feb 8, 2021	Mar 11, 2022	Invoice	\$20.75	FLD123133	Download icon
INV1235	✓ Paid	Jan 11, 2022	Feb 8, 2021	Invoice	\$2,040.00	FLD123133	Download icon
INV1234	✓ Paid	Dec 11, 2021	Jan 11, 2022	Invoice	\$2,040.00	FLD123133	Download icon
INV1233	✓ Paid	Nov 11, 2021	Dec 11, 2021	Invoice	\$2,040.00	FLD123133	Download icon
INV1232	✓ Paid	Oct 8, 2021	Nov 11, 2021	Invoice	\$2,040.00	FLD123133	Download icon
INV1231	✓ Paid	Sep 8, 2021	Oct 8, 2021	Invoice	\$2,040.00	FLD123133	Download icon
INV1230	✓ Paid	Aug 8, 2021	Sep 8, 2021	Invoice	\$2,040.00	FLD123133	Download icon
INV1229	✓ Paid	Jul 11, 2021	Aug 8, 2021	Invoice	\$2,040.00	FLD123133	Download icon

Showing 1-10 of 10

Arnold's user journey

- 1 Entry point
- 2 Contracts & orders
- 3 Contract details
- 4 Orders & transactions
A toast appears and the browser completes the download. Arnold selects Transactions from the menu
- 5 All transactions

LBP

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Transactions

Contracts & orders > Contract FLD123133 >

Transactions

Invoice number	Status	Issue date	Due date	Payment method	Total	Contract number
INV1238	✓ Paid	Apr 11, 2022	May 11, 2022	Invoice	\$8,639.70	FLD123133
INV1237	✓ Paid	Mar 11, 2022	Apr 11, 2022	Invoice	\$8,040.00	FLD123133
INV1236	✓ Paid	Feb 8, 2021	Mar 11, 2022	Invoice	\$20.75	FLD123133
INV1235	✓ Paid	Jan 11, 2022	Feb 8, 2021	Invoice	\$2,040.00	FLD123133
INV1234	✓ Paid	Dec 11, 2021	Jan 11, 2022	Invoice	\$2,040.00	FLD123133
INV1233	✓ Paid	Nov 11, 2021	Dec 11, 2021	Invoice	\$2,040.00	FLD123133
INV1232	✓ Paid	Oct 8, 2021	Nov 11, 2021	Invoice	\$2,040.00	FLD123133
INV1231	✓ Paid	Sep 8, 2021	Oct 8, 2021	Invoice	\$2,040.00	FLD123133
INV1230	✓ Paid	Aug 8, 2021	Sep 8, 2021	Invoice	\$2,040.00	FLD123133
INV1229	✓ Paid	Jul 11, 2021	Aug 8, 2021	Invoice	\$2,040.00	FLD123133

g 1-10 of 10

INV1238-FLD1231....pdf

Show All

Your download has started and will be completed shortly.

Arnold's user journey

Arnold selects Antelith

Linkedin Admin Center

 Flexis
akingsley@flexis.com

Switch account

 Acme
akingsley@acme.com

 Antelith
akingsley@antelith.com

 Energence
akingsley@energence.com

Personal purchases

 Arnold Kingsley
akingsley1984@gmail.com

Transactions

Invoice number	Status	Issue date	Due date	Payment method	Total	Contract number	
INV1238	✓ Paid	Apr 11, 2022	May 11, 2022	Invoice	\$8,639.70	Multiple contracts	Download
INV1237	✗ Unpaid	Mar 11, 2022	Apr 11, 2022	Invoice	\$8,040.00	FLD139109	Download
INV1236	✓ Paid	Feb 8, 2021	Mar 11, 2022	Invoice	\$20.75	FLD143789	Download
INV1235	✓ Paid	Jan 11, 2022	Feb 8, 2021	Invoice	\$2,040.00	FLD156455	Download
INV1234	✓ Paid	Dec 11, 2021	Jan 11, 2022	Invoice	\$2,040.00	FLD123133	Download
INV1233	✓ Paid	Nov 11, 2021	Dec 11, 2021	Invoice	\$2,040.00	FLD144330	Download
INV1232	✓ Paid	Oct 8, 2021	Nov 11, 2021	Invoice	\$2,040.00	Multiple contracts	Download
INV1231	✓ Paid	Sep 8, 2021	Oct 8, 2021	Invoice	\$2,040.00	FLD123321	Download
INV1230	✓ Paid	Aug 8, 2021	Sep 8, 2021	Invoice	\$2,040.00	Multiple contracts	Download
INV1229	✓ Paid	Jul 11, 2021	Aug 8, 2021	Invoice	\$2,040.00	FLD159765	Download

Showing 1-10 of 10

Arnold's user journey

Admin Center switches to the company Arnold selected and he now manage Antelith

The screenshot displays the LinkedIn Admin Center interface. At the top, the 'LinkedIn Admin Center' header is visible. On the left sidebar, the user profile for 'Antelith' (akingsley@antelith.com) is shown, along with navigation options for 'Contracts & orders' and 'Transactions'. The main content area is titled 'Contracts & orders' and features a table with two tabs: 'Active' and 'Expired'. The 'Active' tab is selected, showing a list of four contracts. Each contract entry includes the contract ID, status (Active or Pending), total value, number of orders, and the contract period. The first three contracts are 'Active', and the last one is 'Pending'. A pagination indicator at the bottom shows 'Showing 1-4 of 4'.

Active	Expired
Contract FLD123133 Active	
Total: \$12,000.00 • Number of orders: 2 • Jun 30, 2021 – Jun 30, 2023	
Contract FLD156455 Active	
Total: \$6,000.00 • Number of orders: 1 • Jun 28, 2021 – Jun 28, 2022	
Contract FLD143789 Active	
Total: \$18,000.00 • Number of orders: 3 • Jun 22, 2021 – Jun 22, 2022	
Contract FLD123744 Pending	
Total: \$12,000.00 • Number of orders: 2 • May 04, 2022 – May 04, 2023	

Showing 1-4 of 4

A photograph of two men sitting at a table in a meeting. The man on the left is smiling and resting his chin on his hand. The man on the right is looking down at a notebook and writing. A large white circle with the text "Pilot Wallet" is overlaid in the center. The background features a glass block wall and a potted plant.

Pilot Wallet

Arnold's user journey

For our Pilot Wallet release we have enabled our customers to add and edit payment methods. We also introduced the ability to add and manage admins

I would like a way to access and manage my field contracts and payment methods



Arnold
Product Delivery Manager at Flexis



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract
payment method

4 Change orders
payment method

5 Tax information

6 Admin management



Arnold's user journey

1

Add a payment method

Arnold selects Payment methods from the menu

LBP

2

Payment actions

3

Change contract payment method

4

Change orders payment method

5

Tax information

6

Admin management

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Contracts & orders

Active	Expired
Contract FLD123133 Active Total: \$12,000.00 • Number of orders: 2 • Jun 30, 2021 – Jun 30, 2023	
Contract FLD156455 Active Total: \$6,000.00 • Number of orders: 1 • Jun 28, 2021 – Jun 28, 2022	
Contract FLD143789 Active Total: \$18,000.00 • Number of orders: 3 • Jun 22, 2021 – Jun 22, 2022	
Contract FLD144330 Active Total: \$24,000.00 • Number of orders: 4 • May 11, 2022 – May 11, 2023	
Contract FLD139109 Active Total: \$36,000.00 • Number of orders: 4 • Apr 10, 2022 – Apr 10, 2023	
Contract FLD159765 Active Total: \$64,000.00 • Number of orders: 5 • Mar 15, 2022 – Mar 15, 2023	
Contract FLD123321 Pending Total: \$12,000.00 • Number of orders: 2 • Jun 06, 2022 – Jun 06, 2023	

Arnold's user journey

1

Add a payment method

Arnold does not currently have any payment methods associated with this account so he selects Add payment method

LBP

2

Payment actions

3

Change contract payment method

4

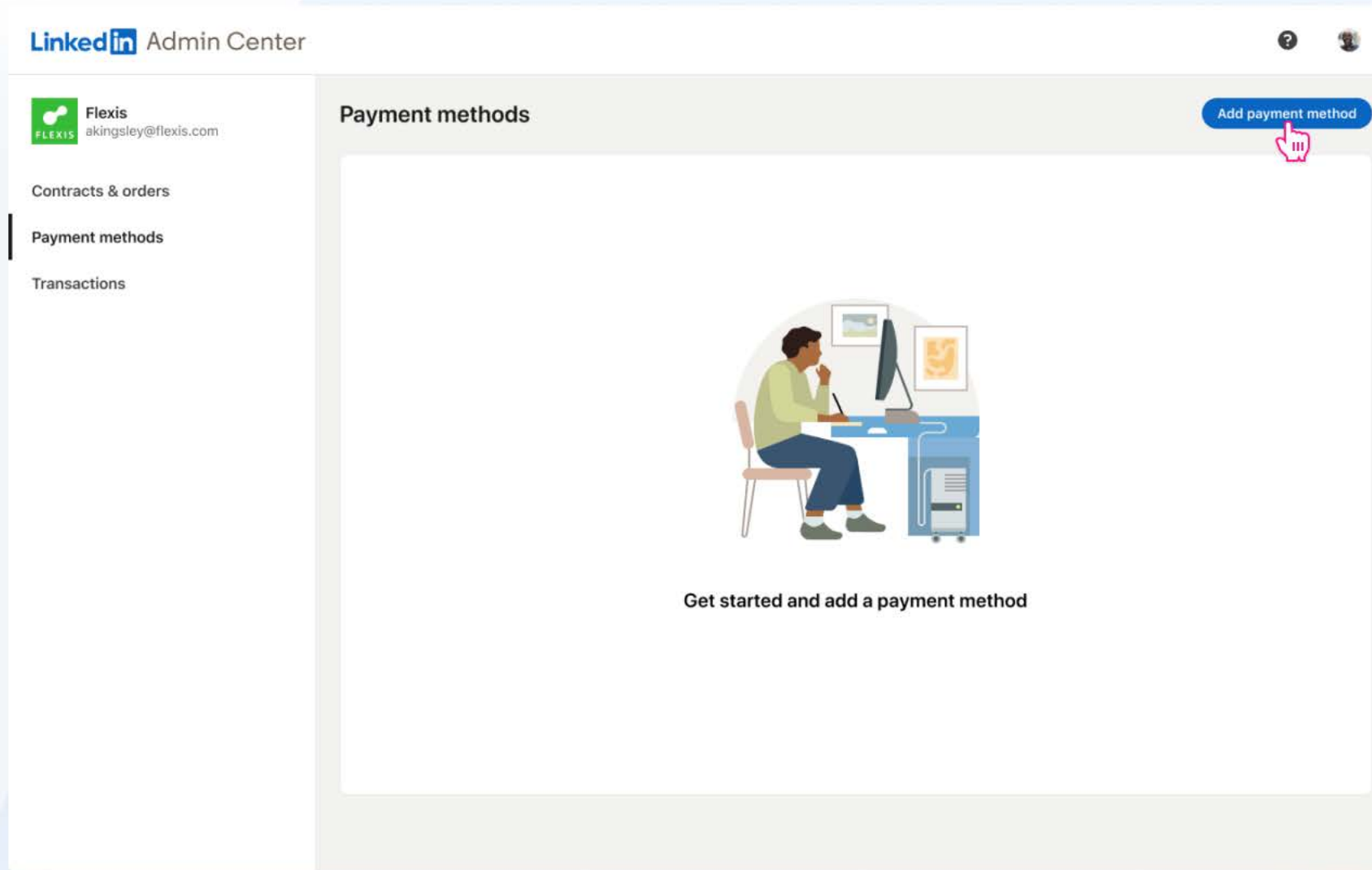
Change orders payment method

5

Tax information

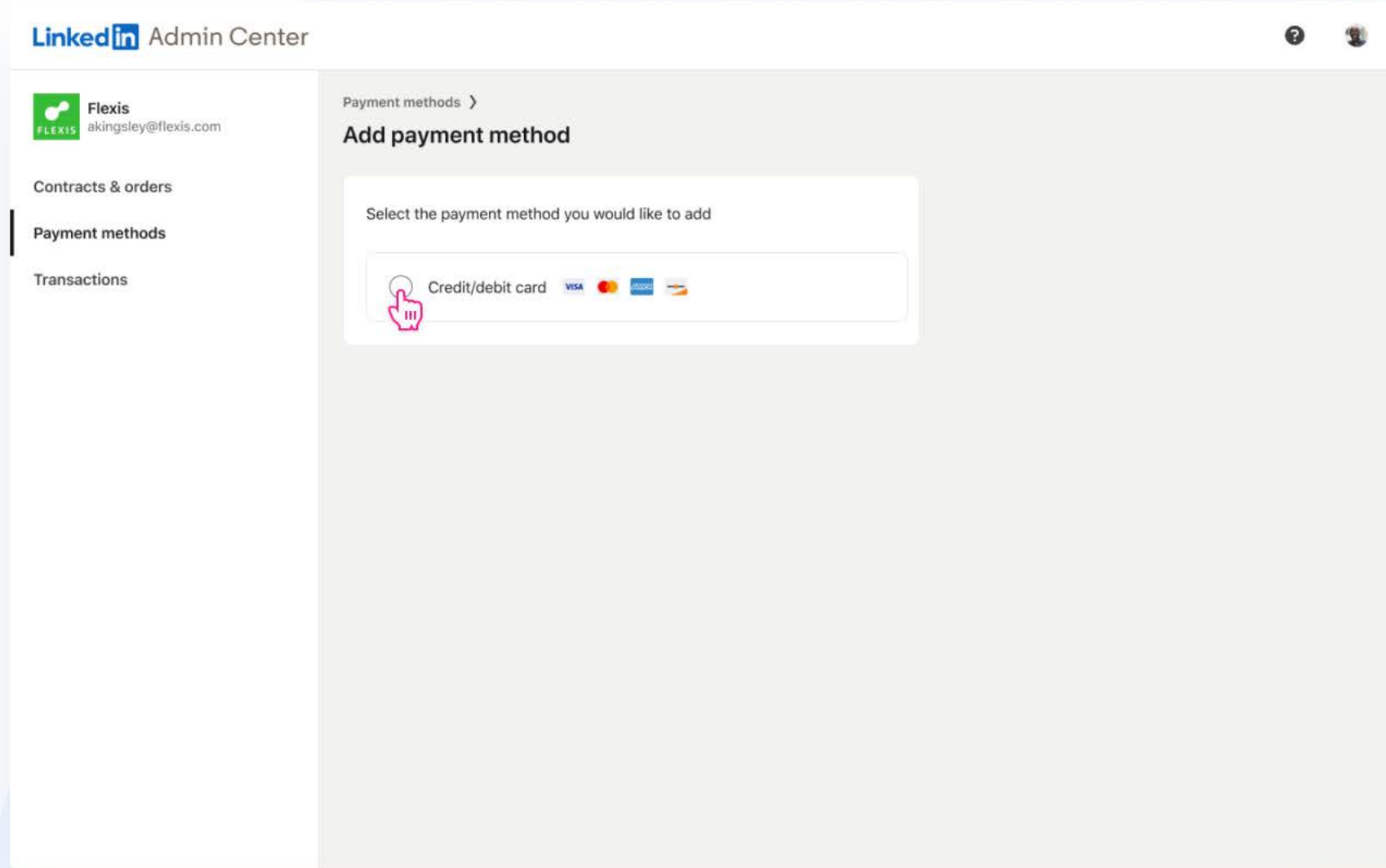
6

Admin management



Arnold's user journey

- 1 Add a payment method
Arnold selects Credit/debit card
LBP
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management



Arnold's user journey

1

Add a payment method

Arnold enter his credit card information and selects Add card

LBP

2

Payment actions

3

Change contract payment method

4

Change orders payment method

5

Tax information

6

Admin management



Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Payment methods >

Add payment method

Select the payment method you would like to add

☒ Credit/debit card    

Label

Arnold

Label

Kingsley

Label

4802 7909 2871 4392



Label

01/24

Security Code

323



Country

United States

Label

92651

Add card



Arnold's user journey

1

Add a payment method

A loading screen appears while the API call is made to Arnold's financial institution

LBP

2

Payment actions

3

Change contract payment method

4

Change orders payment method

5

Tax information

6

Admin management

LinkedIn Admin Center



Contracts & orders

Payment methods

Transactions

Payment methods >

Add payment method

Select the payment method you would like to add



Arnold's user journey

1

Add a payment method

Once the loading completes Arnold can see that his card has been added and a toast is displayed as a confirmation

LBP

2

Payment actions

3

Change contract payment method

4

Change orders payment method

5

Tax information

6

Admin management

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Payment methods

Add payment method

Payment method	References ?
 Visa - 4392 Arnold Kingsley Exp. 01/24	Default Active

✓ Your payment method has been successfully added.

Arnold's user journey

1 Add a payment method

2 Payment actions

Additional actions are displayed that include Edit, Delete, Set as default, and View transactions

LBP

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

The screenshot displays the LinkedIn Admin Center interface. On the left, a sidebar shows the user profile 'Flexis' with email 'akingsley@flexis.com' and navigation links for 'Contracts & orders', 'Payment methods' (selected), and 'Transactions'. The main content area is titled 'Payment methods' and includes an 'Add payment method' button. It features a table with two entries:

Payment method	References ?
Visa - 4392 Arnold Kingsley Exp. 01/24 Default	Active ...
Visa - 5886 Arnold Kingsley Exp. 01/24	Active ...

A dropdown menu is open for the second entry, showing the following options:

- Edit
- Delete
- Set as Default
- View Transactions

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

Arnold selects edit from the contract specific billing information card

LBP

4 Change orders payment method

5 Tax information

6 Admin management

**Contracts & orders**

Payment methods

Transactions

Contracts & orders >

Contract FLD123133**General information**

Status	Start - end date	Subscription term	Contract total
Active	Jan 11, 2022 - Jan 11, 2023	12 months	\$32,779.69 ⓘ

Expand to see all ▾

Orders

Order number	Order type	Start date	End date	Payment method	Total	
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	VISA Visa - 4392	\$8,639.70 ⓘ	...
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	VISA Visa - 4392	\$8,040.00 ⓘ	...

View all →

Billing information[Click here](#) to request a change in billing frequency, or from credit card to invoice

Billing frequency	Payment method	Payment term	PO number
Monthly	Credit card Edit ⓘ	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact** , linkedin.ei@gmail.com, smars@flexis.com, +4 more**Transactions**

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

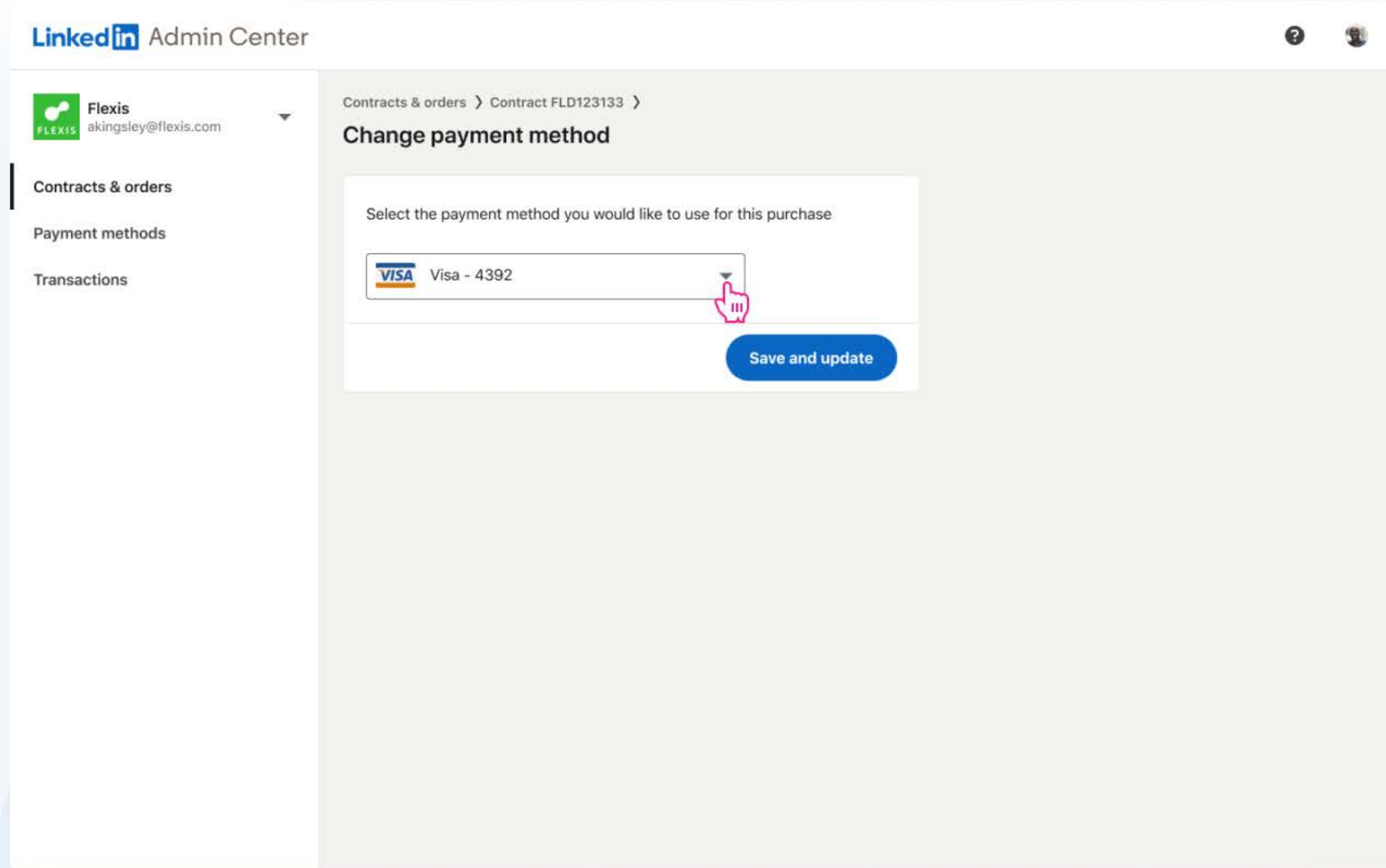
Arnold selects the caret from the dropdown

LBP

4 Change orders payment method

5 Tax information

6 Admin management



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

Arnold selects Add a new payment method

LBP

4 Change orders payment method

5 Tax information

6 Admin management

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Change payment method

Select the payment method you would like to use for this purchase

Visa - 4392

New payment methods + Add a new payment method

✓ Visa-4392 Arnold | Exp. 01/24 Default

Edit payment method

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

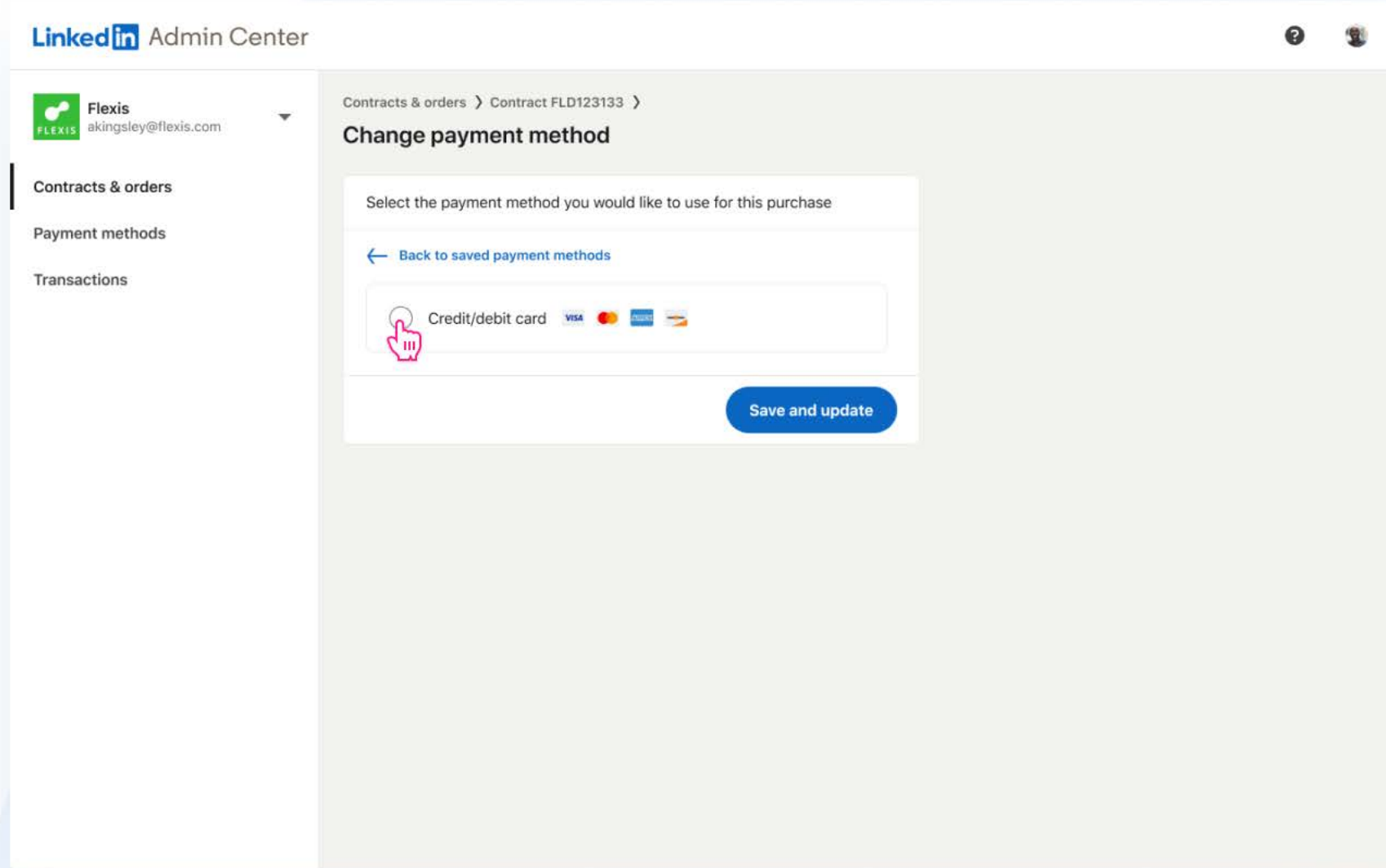
Arnold selects Credit/debit card

LBP

4 Change orders payment method

5 Tax information

6 Admin management



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

Arnold selects Save and update

LBP

4 Change orders payment method

5 Tax information

6 Admin management

LinkedIn Admin Center



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Change payment method

Select the payment method you would like to use for this purchase

[← Back to saved payment methods](#)

☒ Credit/debit card    

Save and update



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

Arnold enter his credit card information and selects Add card

LBP

4 Change orders payment method

5 Tax information

6 Admin management



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Change payment method

Select the payment method you would like to use for this purchase

[← Back to saved payment methods](#)

☒ Credit/debit card

First name

Arnold

Last name

Kingsley

Credit or debit card number

4802 6481 7144 7820

Expiration date

08/24

Security Code

804

Country

United States

Postal Code

92651

Add card

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

A loading screen appears while the API call is made to Arnold's financial institution

LBP

4 Change orders payment method

5 Tax information

6 Admin management

LinkedIn Admin Center



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Change payment method

Select the payment method you would like to use for this purchase



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

The card ending in 7820 is displayed and Arnold selects Save and update

LBP

4 Change orders payment method

5 Tax information

6 Admin management

The screenshot displays the LinkedIn Admin Center interface. The top navigation bar shows the LinkedIn logo and 'Admin Center'. The sidebar on the left includes the Flexis logo and email address 'akingsley@flexis.com', along with navigation links for 'Contracts & orders', 'Payment methods', and 'Transactions'. The main content area shows the breadcrumb 'Contracts & orders > Contract FLD123133 >' and the title 'Change payment method'. Below this, a text prompt asks the user to 'Select the payment method you would like to use for this purchase'. A dropdown menu shows 'VISA Visa - 7820'. At the bottom right, a blue 'Save and update' button is highlighted with a pink hand cursor icon.

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

A final loading screen is displayed while the credit card is being saved

LBP

4 Change orders payment method

5 Tax information

6 Admin management

LinkedIn Admin Center



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Change payment method

Select the payment method you would like to use for this purchase



Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management

The credit card has been successfully added and saved for this contract and a toast appears

LBP

LinkedIn Admin Center

Flexis

akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Contracts & orders >

Contract FLD123133

General information

Status

Active

Start - end date

Jan 11, 2022 - Jan 11, 2023

Subscription term

12 months

Contract total

\$32,779.69

Expand to see all

Orders

Order number	Order type	Start date	End date	Payment method	Total	
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	VISA Visa - 4392	\$8,639.70	...
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	VISA Visa - 4392	\$8,040.00	...

View all

Billing information

Click here

 to request a change in billing frequency, or from credit card to invoice

Billing frequency	Payment method	Payment term	PO number
Monthly	Credit card Edit	Immediate	123123131321

Invoice recipients

akingsley@flexis.com Billing Contact , linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

✓ Your payment method ending in 7820 was successfully changed for this contract.

✕

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

Arnold selects View all from the contract specific orders card

LBP

5 Tax information

6 Admin management

**Contracts & orders**

Payment methods

Transactions

Contracts & orders >

Contract FLD123133**General information**

Status	Start - end date	Subscription term	Contract total
Active	Jan 11, 2022 - Jan 11, 2023	12 months	\$32,779.69 ⓘ

Expand to see all ▾

Orders

Order number	Order type	Start date	End date	Payment method	Total	
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	VISA Visa - 4392	\$8,639.70 ⓘ	...
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	VISA Visa - 4392	\$8,040.00 ⓘ	...

View all →

Billing information[Click here](#) to request a change in billing frequency, or from credit card to invoice

Billing frequency	Payment method	Payment term	PO number
Monthly	Credit card Edit ⓘ	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact** , linkedin.ei@gmail.com, smars@flexis.com, +4 more**Transactions**

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

Arnold selects Change payment method

LBP

5 Tax information

6 Admin management

Linkedin Admin Center

Flexis

akingsley@flexis.com

▼

Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD123133 >

Orders

Order number	Order type	Start date	End date	Payment method	Total
FLD12312123-2	Add-on	Mar 8, 2021	Apr 8, 2021	VISA Visa - 4392	\$8,639.70 ⓘ ⋮
FLD12312123-1	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$20.75 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4450	\$2,040.00 ⓘ ⋮
FLD12312123	Purchase	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ⋮

Showing 1-10 of 200

1 2 3 4 5 6 7 8 ... 20 Next →

Change payment method

Download order forms

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

The credit card has been successfully added and saved for this order and a toast appears

LBP

5 Tax information

6 Admin management

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD12312123 >

Orders

Order number	Order type	Start date	End date	Payment method	Total
FLD12312123-2	Add-on	Mar 8, 2021	Apr 8, 2021	VISA Visa - 7820	\$8,639.70 ⓘ ...
FLD12312123-1	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$8,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$20.75 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...
FLD12312123	Add-on	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4450	\$2,040.00 ⓘ ...
FLD12312123	Purchase	Feb 8, 2021	Mar 8, 2021	VISA Visa - 4392	\$2,040.00 ⓘ ...

g 1-10 of 200

1 2 3 4 5 6 7 8 ... 20 Next →

✓ Your payment method has been successfully added to Order FLD12312123-2.

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

5 Change orders payment method

4 Tax information
Tax tooltips have been included for ease of use and clarity in addition to compliance with international regulations

LBP

6 Admin management

**Contracts & orders**

Payment methods

Transactions

Contracts & orders >

Contract FLD123133**General information**

Status	Start - end date	Subscription term	Contract total
Active	Jan 11, 2022 - Jan 11, 2023	12 months	\$32,779.69

Expand to see all

Contract: \$32,779.69
Estimated Tax (7%): \$1,450.01

Contract total: \$32,779.69

Orders

Order number	Order type	Start date	End date	Payment method	Total
FLD12312123-2	Purchase	Mar 8, 2021	Mar 8, 2022	VISA Visa - 4392	\$8,639.70
FLD12312123-1	Add-on	Feb 8, 2021	Feb 8, 2022	VISA Visa - 4392	\$8,040.00

View all

Billing information

[Click here](#) to request a change in billing frequency, or from credit card to invoice

Billing frequency	Payment method	Payment term	PO number
Monthly	Credit card Edit	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact**, linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

Arnold scrolls down and selects View all from the contract specific Admin card

LBP



Contracts & orders

Payment methods

Transactions

Billing information

[Click here](#) to request a change in billing frequency, or from credit card to invoice

Billing frequency	Payment method	Payment term	PO number
Monthly	Credit card Edit ⓘ	Immediate	123123131321

Invoice recipients

akingsley@flexis.com **Billing Contact**, linkedin.ei@gmail.com, smars@flexis.com, +4 more

Transactions

Invoice number	Status	Issue date	Due date	Payment method	Total
INV1238	✓ Paid	Apr 8, 2022	Apr 8, 2022	Visa - 4392	\$20,000.00 ⓘ ⬇
INV1237	✓ Paid	Mar 8, 2022	Mar 8, 2022	Visa - 4450	\$12,000.00 ⓘ ⬇

[View all](#) →

Admins

[Invite admins](#)

User	Onboarding status	Invited on
Arnold Kingsley akingsley@flexis.com	✓ Activated	Apr 11, 2022
Nnenna Afolayana nafolayana@flexis.com	✓ Activated	Apr 11, 2022
hbutler@flexis.com	🕒 Invited	Apr 11, 2022

[View all](#) →



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

Arnold selects Invite admin

LBP



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD12312123 >

Contract admins

Invite admin

User	Onboarding status	Invited on	
 Arnold Kingsley akingsley@flexis.com	✓ Activated	Apr 11, 2022	...
 Nnenna Afolayana nafolayana@flexis.com	✓ Activated	Apr 11, 2022	...
 Antoine Martel amartel@flexis.com	✓ Activated	Apr 11, 2022	...
 Vergie Caldwell vcaldwell@flexis.com	✓ Activated	Apr 11, 2022	...
 Jeff Tanaka jtankaka@flexis.com	✓ Activated	Apr 11, 2022	...
 Jyoti Joshi jjoshi@flexis.com	✓ Activated	Apr 11, 2022	...
 David Kealoha dkealoha@flexis.com	✓ Activated	Apr 11, 2022	...
 Rishi Chaudhari rchaudhari@flexis.com	✓ Activated	Apr 11, 2022	...
 Daisy Hunter dhunter@flexis.com	✓ Activated	Apr 11, 2022	...
 An Wen awen@flexis.com	✓ Activated	Apr 11, 2022	...

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management
Arnold enters a colleague's email address

LBP

Invite admins to manage contracts

Admins will receive access to manage Flexis contract FLD12312123

Email address for admins

Cancel Invite

User	Status	Invited on
Antoine Martel amartel@flexis.com	Activated	Apr 11, 2022
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management
Arnold can use his keyboard to press enter or click outside of the input field to capture the email address

LBP

Invite admins to manage contracts

Admins will receive access to manage Flexis contract FLD12312123

Email address for admins

hbutler@flexis.com ✕ |

An invite will be sent to 1 new admin

Cancel Invite

User	Status	Invited on
Antoine Martel amartel@flexis.com	Activated	Apr 11, 2022
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management
Arnold leverages a type-ahead feature to select a second colleague

LBP

Invite admins to manage contracts

Admins will receive access to manage Flexis contract FLD12312123

Email address for admins

hbutler@flexis.com x mmis| x

An invite will be sent to 1 new admin

Invite

User	Status	Invited on
mmisra@flexis.com New admin		Apr 11, 2022
mmisra2@flexis.com New admin		Apr 11, 2022
mmisra3@flexis.com New admin		Apr 11, 2022
mmisra4@flexis.com Currently an admin for this contract		Apr 11, 2022
mmisra5@flexis.com New admin		Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management
Arnold's second colleague is automatically added when the type-ahead name is selected

LBP

Invite admins to manage contracts

Admins will receive access to manage Flexis contract FLD12312123

Email address for admins

hbutler@flexis.com x mmisra@flexis.com x

An invite will be sent to 2 new admins

Cancel Invite

User	Status	Invited on
Antoine Martel amartel@flexis.com	Activated	Apr 11, 2022
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management
Arnold selects Invite

LBP

LinkedIn Admin Center

Flexis
akingsley@flexis.com

Contracts & orders

Payment methods

Transactions

Contracts

Contract

User

Invite admins to manage contracts

Admins will receive access to manage Flexis contract FLD12312123

Email address for admins

hbutler@flexis.com x mmisra@flexis.com x

An invite will be sent to 2 new admins

Cancel Invite

User	Status	Invited on	
nafolayana@flexis.com	Activated	Apr 11, 2022	...
Antoine Martel amartel@flexis.com	Activated	Apr 11, 2022	...
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022	...
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022	...
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022	...
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022	...
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022	...
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022	...
An Wen awen@flexis.com	Activated	Apr 11, 2022	...

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

- 1 Add a payment method
- 2 Payment actions
- 3 Change contract payment method
- 4 Change orders payment method
- 5 Tax information
- 6 Admin management

A brief loading screen appears while Admin Center makes an API call

LBP

The screenshot shows the LinkedIn Admin Center interface. A modal titled "Invite admins to manage contracts" is displayed in the center, featuring a loading spinner and the message "We are sending your invitations - please do not close this window" with a "Close" button. The background interface includes a sidebar with "Flexis" branding and a user profile "akingsley@flexis.com". The main content area shows a table of users with columns for "User", "Status", and "Invited on".

User	Status	Invited on
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

A success modal appears informing Arnold that both admins he selected have been invited

LBP

The screenshot displays the LinkedIn Admin Center interface. A success modal titled "Invite admins to manage contracts" is centered on the screen. The modal contains an illustration of four people celebrating, the text "We sent invitations to the 2 emails you entered", and a "Close" button. A pink hand cursor icon points to the "Close" button. In the background, a table lists invited admins with columns for "User", "Status", and "Invited on".

User	Status	Invited on
Vergie Caldwell vcaldwell@flexis.com	Activated	Apr 11, 2022
Jeff Tanaka jtankaka@flexis.com	Activated	Apr 11, 2022
Jyoti Joshi jjoshi@flexis.com	Activated	Apr 11, 2022
David Kealoha dkealoha@flexis.com	Activated	Apr 11, 2022
Rishi Chaudhari rchaudhari@flexis.com	Activated	Apr 11, 2022
Daisy Hunter dhunter@flexis.com	Activated	Apr 11, 2022
An Wen awen@flexis.com	Activated	Apr 11, 2022

Showing 1-10 of 20

1 2 Next →

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

Arnold can now see he has invited two of his colleagues and their Onboarding status is displayed as Invited and a toast appears

LBP



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD12312123 >

Contract admins

Invite admin

User	Onboarding status	Invited on	
 Arnold Kingsley akingsley@flexis.com	✓ Activated	Apr 11, 2022	...
 Nnenna Afolayana nafolayana@flexis.com	✓ Activated	Apr 11, 2022	...
 hbutler@flexis.com	🕒 Invited	Apr 11, 2022	...
 mmisra@flexis.com	🕒 Invited	Apr 11, 2022	...
 Antoine Martel amartel@flexis.com	✓ Activated	Apr 11, 2022	...
 Vergie Caldwell vcaldwell@flexis.com	✓ Activated	Apr 11, 2022	...
 Jeff Tanaka jtankaka@flexis.com	✓ Activated	Apr 11, 2022	...
 Jyoti Joshi jjoshi@flexis.com	✓ Activated	Apr 11, 2022	...
 David Kealoha dkealoha@flexis.com	✓ Activated	Apr 11, 2022	...
 Rishi Chaudhari rchaudhari@flexis.com	✓ Activated	Apr 11, 2022	...
 Aisy Hunter ahunter@flexis.com	✓ Activated	Apr 11, 2022	...

✓ 2 invitations have been sent.



Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

Arnold selects the overflow icon

LBP



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD12312123 >

Contract admins

Invite admin

User	Onboarding status	Invited on	
 Arnold Kingsley akingsley@flexis.com	✓ Activated	Apr 11, 2022	...
 Nnenna Afolayana nafolayana@flexis.com	✓ Activated	Apr 11, 2022	...
 hbutler@flexis.com	🕒 Invited	Apr 11, 2022	...
 mmisra@flexis.com	🕒 Invited	Apr 11, 2022	... 
 Antoine Martel amartel@flexis.com	✓ Activated	Apr 11, 2022	...
 Vergie Caldwell vcaldwell@flexis.com	✓ Activated	Apr 11, 2022	...
 Jeff Tanaka jtankaka@flexis.com	✓ Activated	Apr 11, 2022	...
 Jyoti Joshi jjoshi@flexis.com	✓ Activated	Apr 11, 2022	...
 David Kealoha dkealoha@flexis.com	✓ Activated	Apr 11, 2022	...
 Rishi Chaudhari rchaudhari@flexis.com	✓ Activated	Apr 11, 2022	...
 Daisy Hunter dhunter@flexis.com	✓ Activated	Apr 11, 2022	...
 An Wen awen@flexis.com	✓ Activated	Apr 11, 2022	...

Arnold's user journey

1 Add a payment method

2 Payment actions

3 Change contract payment method

4 Change orders payment method

5 Tax information

6 Admin management

Remove admin and Resend invitation are listed. Arnold selects Remove admin

LBP



Contracts & orders

Payment methods

Transactions

Contracts & orders > Contract FLD12312123 >

Contract admins

Invite admin

User	Onboarding status	Invited on	
 Arnold Kingsley akingsley@flexis.com	✓ Activated	Apr 11, 2022	...
 Nnenna Afolayana nafolayana@flexis.com	✓ Activated	Apr 11, 2022	...
 hbutler@flexis.com	🕒 Invited	Apr 11, 2022	...
 mmisra@flexis.com	🕒 Invited	Apr 11, 2022	...
 Antoine Martel amartel@flexis.com	✓ Activated	Apr 11, 2022	...
 Vergie Caldwell vcaldwell@flexis.com	✓ Activated	Apr 11, 2022	...
 Jeff Tanaka jtankaka@flexis.com	✓ Activated	Apr 11, 2022	...
 Jyoti Joshi jjoshi@flexis.com	✓ Activated	Apr 11, 2022	...
 David Kealoha dkealoha@flexis.com	✓ Activated	Apr 11, 2022	...
 Rishi Chaudhari rchaudhari@flexis.com	✓ Activated	Apr 11, 2022	...
 Daisy Hunter dhunter@flexis.com	✓ Activated	Apr 11, 2022	...
 An Wen awen@flexis.com	✓ Activated	Apr 11, 2022	...

Remove admin
Resend invitation

A woman wearing a patterned hijab and a beige jacket is shown in profile, pinning a yellow sticky note to a wooden wall. The wall is covered with many other white and yellow sticky notes, suggesting a brainstorming or planning session. A large white circle is overlaid on the image, containing the text "Future Scope".

Future Scope

Looking ahead

We will continue to identify ways to improve upon Admin Center and increasing functionality for our business users

I would like an improved way to access and manage my field contracts, business information, and more



Arnold

Product Delivery Manager at Flexis



Looking ahead

During a past Deign Jam we received feedback on Purchases & Payments pertaining to a more cohesive experience. We immediately began exploring ways to incorporate that feedback to improve the usability of LBP products, including the future scope of Admin Center



Looking ahead

One of the key insights gleaned from the Admin Center Design Jam was the grouping and or consolidating of related components. Groupings will allow our users to quickly indentify their objectives to aid in streamlining workflows

The screenshot displays the LinkedIn Admin Center for Flexis Corporation. The interface is organized into a sidebar on the left and a main content area on the right. The sidebar lists navigation options: Overview, Products & services, Contracts & agreements, Billing, Manage admins, Manage business units, Manage extensions, Manage SSO & SCIM, and Business settings. The main content area features an 'Overview' section with cards for Contracts & Orders (2 active contracts, 1 pending, 4 expired), Payment Methods (VISA 4392, Default, Exp: 08/24), Contact Details (Arnold Kingsley, akingsley@flexis.com, +1 (650) 234 4556, +1 (650) 240 6789), LinkedIn Learning for Teams (Active, 2 seats remaining, 10 seats in your plan, Auto-renews: Aug 11, 2022), Business Details (Flexis Corporation, 1500 N Shoreline Blvd, Mountain View, CA 94043, United States), and LinkedIn Learning Recommended courses (Social Media Marketing for Small Business, Critical Thinking and Problem Solving). A large banner at the bottom promotes 'New features to help you stay connected with your buyers' for Sales Navigator Q2 2023 Release. A help section on the right offers product exploration, billing questions, and assistance with the LinkedIn Assistant.

LinkedIn Admin Center

Flexis akingsley@flexis.com

Overview

Products & services

Contracts & agreements

Billing

Manage admins

Manage business units

Manage extensions

Manage SSO & SCIM

Business settings

Overview

Contracts & Orders

2 active contracts

1 pending contract

4 expired contracts

[Show more](#)

Payment Methods

VISA

VISA - 4392 Default

Exp: 08/24

[Show more](#)

Contact Details

Arnold Kingsley

akingsley@flexis.com

+1 (650) 234 4556

+1 (650) 240 6789

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Active

2 seats remaining

10 seats in your plan

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Business Details

Flexis Corporation

1500 N Shoreline Blvd,

Mountain View, CA

94043, United States

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Looking ahead

We carefully considered how Admin Center can serve all of our customers, from individual purchasers and team users, to enterprise users. We will support all personas within Admin Center and have restructured the UX and IA in accordance with our user's objectives

The screenshot displays the LinkedIn Admin Center interface for a user named Flexis (akingsley@flexis.com). The interface is divided into a left sidebar and a main content area.

Left Sidebar:

- Flexis akingsley@flexis.com (with a hand icon pointing to the profile)
- Overview
- Products & services
- Contracts & agreements
- Billing (with a dropdown arrow)
- Manage admins
- Manage business units
- Manage extensions
- Manage SSO & SCIM
- Business settings

Main Content Area:

- Overview**
 - Contracts & Orders**
 - 2 active contracts
 - 1 pending contract
 - 4 expired contracts
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 - Payment Methods**
 - VISA - 4392 (Default)
 - Exp: 08/24
 - [Show more](#)
 - Contact Details**
 - Arnold Kingsley
 - akingsley@flexis.com
 - +1 (650) 234 4556
 - +1 (650) 240 6789
 - [Show more](#)
 - LinkedIn Learning for Teams**
 - Active
 - 2 seats remaining
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Looking ahead

Personal purchases will be migrated from Purchases & Payments into Admin Center. Users can switch between their personal purchases and manage multiple enterprise accounts within the same app

Flexis
akingsley@flexis.com

Personal account

Arnold Kingsley
akingsley1984@gmail.com

Company accounts

Acme
akingsley@acme.com

Antelith
akingsley@antelith.com

Energence
akingsley@energence.com

Business settings

Overview

Contracts & Orders

2
active contracts
1 pending contract
4 expired contracts
[Show more](#)

Payment Methods

VISA
VISA - 4392 Default
Exp: 08/24
[Show more](#)

Contact Details

Arnold Kingsley
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Business Details

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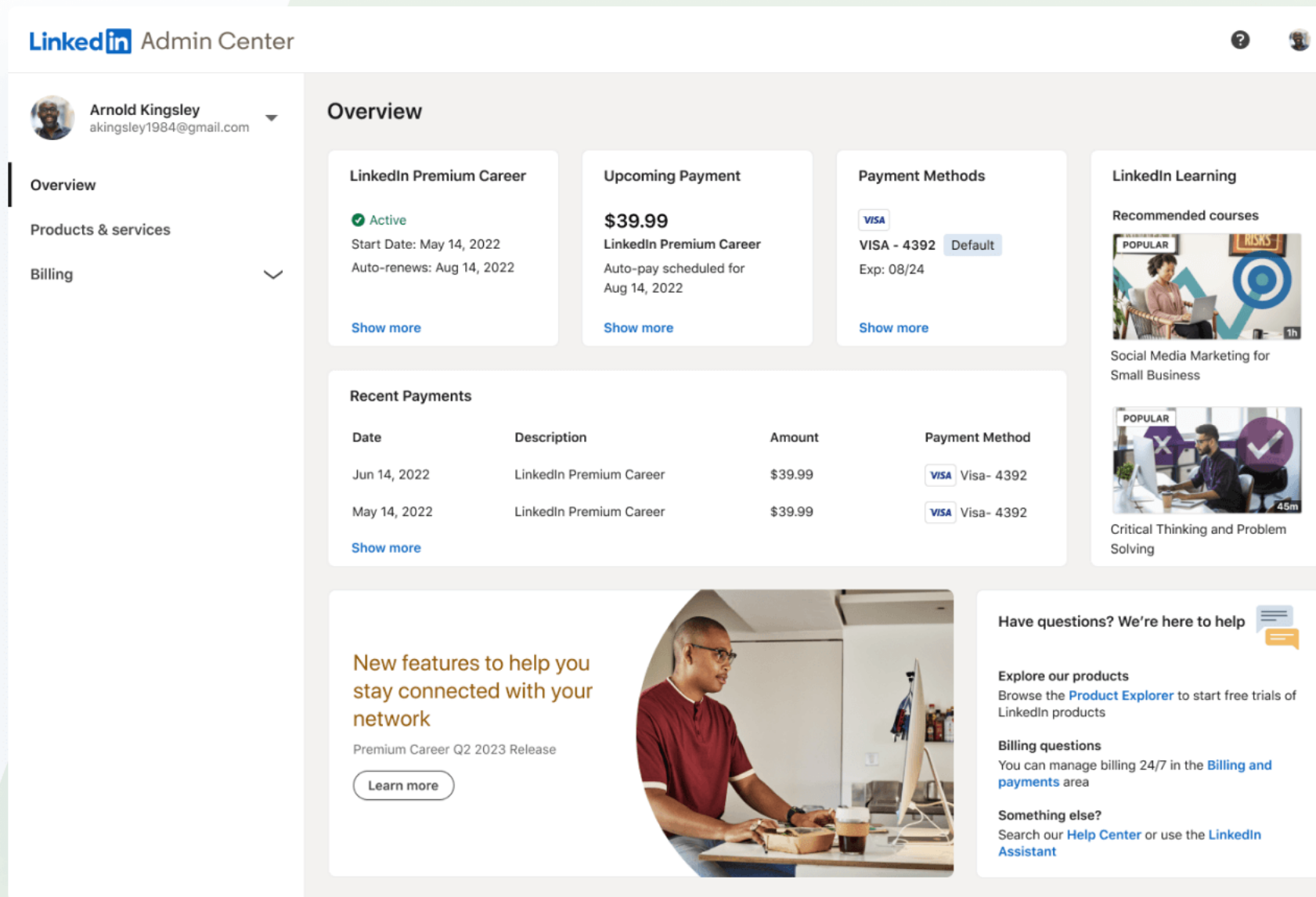
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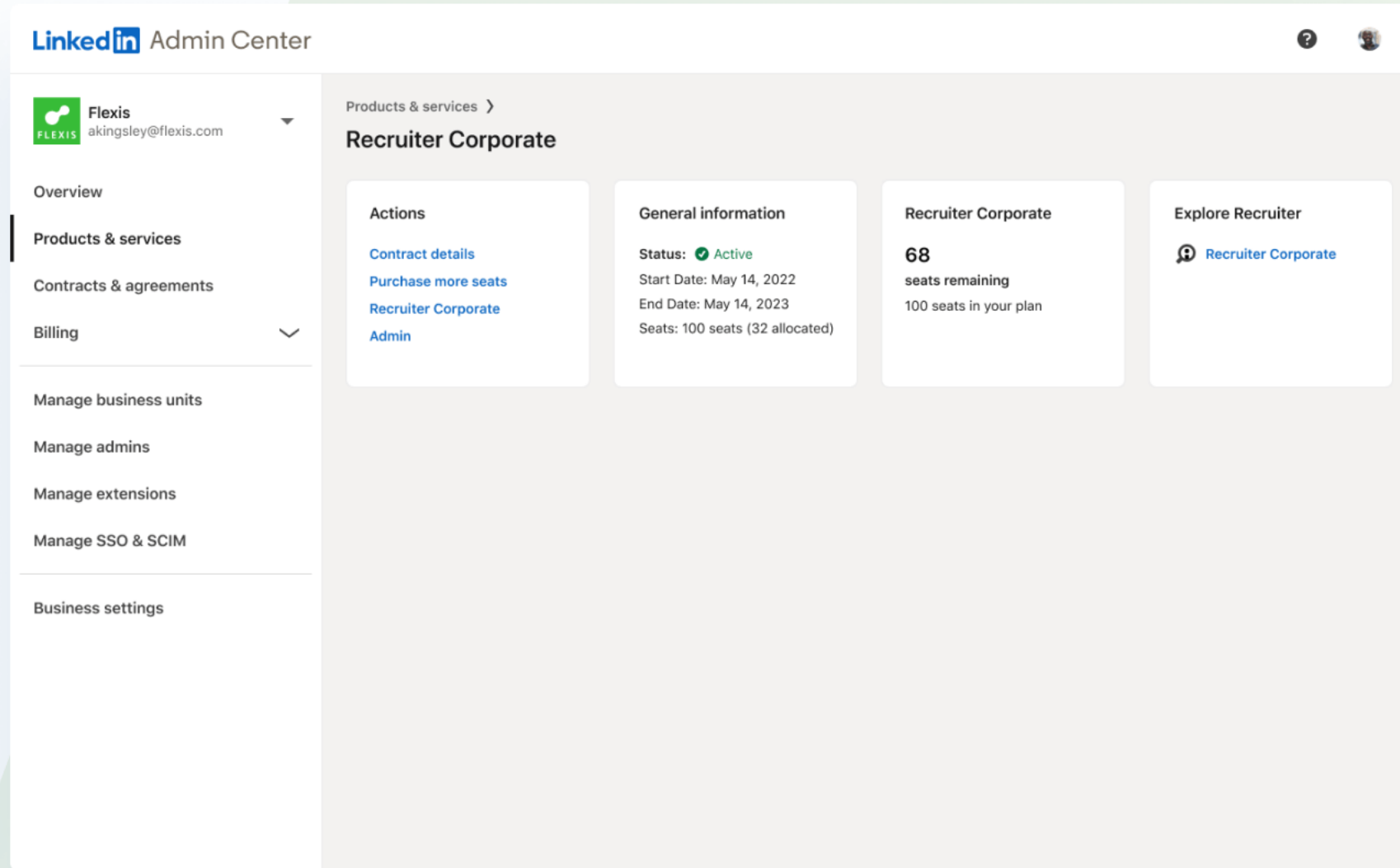


Arnold can now manage his personal subscriptions without needing to leave Admin Center



Looking ahead

We are constantly exploring new design patterns and leveraging competitive analysis to aid in guiding our decisions by way of informed research



QUALITATIVE



QUANTITATIVE



DESIGN, PROTOTYPING, AND DESIGN SYSTEM

