



**TEXAS INTERN
NETWORK**
Connecting Employers + Tomorrow's Talent

Quick Start Guide for Interns

Introduction

TexasInternNetwork.com, is a statewide site where employers can post internships and you can apply for them. This quick start guide provides the steps for you to register as an intern.

Registration Benefits

You must register for an account to use all of the websites tools. After registration, you will be able to build or upload a résumé. You can also search and apply for internships. If you had a Texas Internship Challenge account, you can log into the site with the same username and password.

Information You Will Need to Register

- Login Information
- Name
- Phone Number
- Email Address
- Primary Location Information
- Residential Address
- Demographic Information
- Spouse or Caregiver of a U.S. Military Member
- Military Service

Please do not use any personal information as your username. You will need your username and password for future use of the Texas Intern Network site. Please write this information down. Keep it in a secure place.

For Assistance: WFSupportDesk@twc.texas.gov | 512-463-4210



[TexasInternNetwork.com](https://www.texasinternnetwork.com)

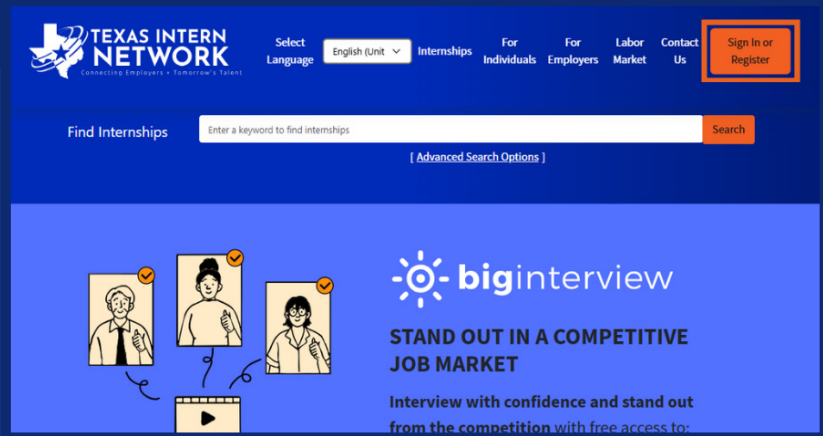


**TEXAS
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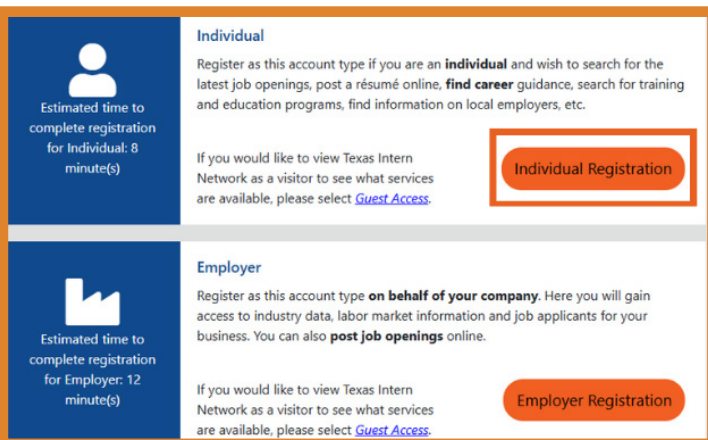
1 Start Here

Type the site URL into your browser: <https://www.TexasInternNetwork.com>



On the home page, click on the “Sign In or Register” button in the top right-hand corner. This will take you to a page to create your account.

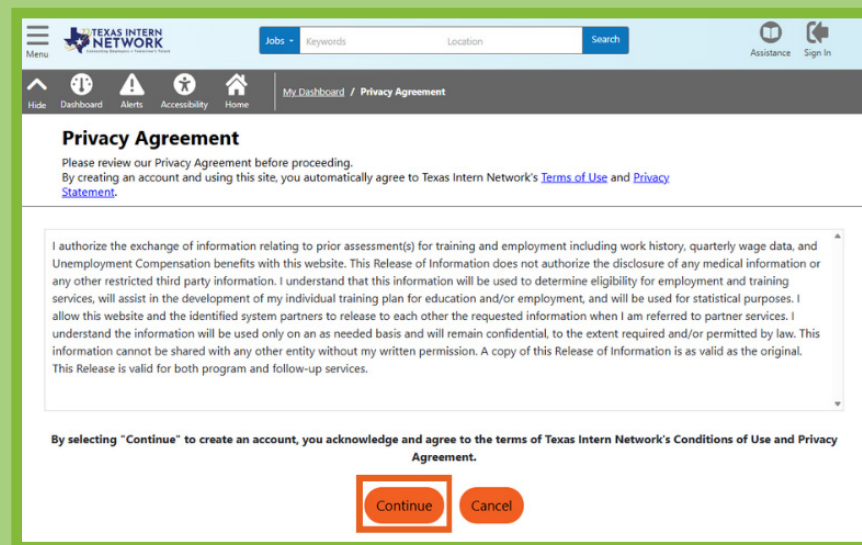
2 Sign-In Page



When the sign-in page loads, click “Individual Registration.”

3 Privacy Agreement

A privacy agreement page will appear. Click “Continue.”



4 Completing Registration

Enter your information. Then, click “Save” at the bottom of the page to finish registration. It will guide you to “What’s Next?” page prompting choices, if no choice selected proceed to “My Dashboard.”

The screenshot shows the 'Registration' page. At the top, there are navigation links: Dashboard, Alerts, Accessibility, Home, My Dashboard, Privacy Agreement, and Registration. Below the navigation is a 'Registration' heading followed by instructions: 'Please enter the following information and click the Save button when you are finished. Be sure to remember your User Name and Password. You will need them to access this system again.' A note states '* Indicates required fields.' The main content area contains a 'Login Information' section with two input fields: 'User Name' and 'Password'. The 'User Name' field has a note: 'Enter User Name (3 - 20 characters, and must include characters, letters or numbers. Allowable characters are + @ - _ .)'. The 'Password' field has a note: 'Must be between 8 and 20 characters in length. One upper case character. One lower case character.'

The screenshot shows the 'What's Next?' page. At the top, there are navigation links: Menu, Texas Intern Network, Jobs, Keywords, Location, Search, Assistance, Profile, Sign Out. Below the navigation is a 'What's Next?' heading followed by instructions: 'Now that you have created an account, you have a few options to select below. Please select the option that best suits your current needs.' The main content area contains four options: 'Add information to better match job requirements', 'Create a résumé', 'Apply for Career Services and Training', and 'Additional Veteran Services'. A 'My Dashboard' button is located at the bottom right.

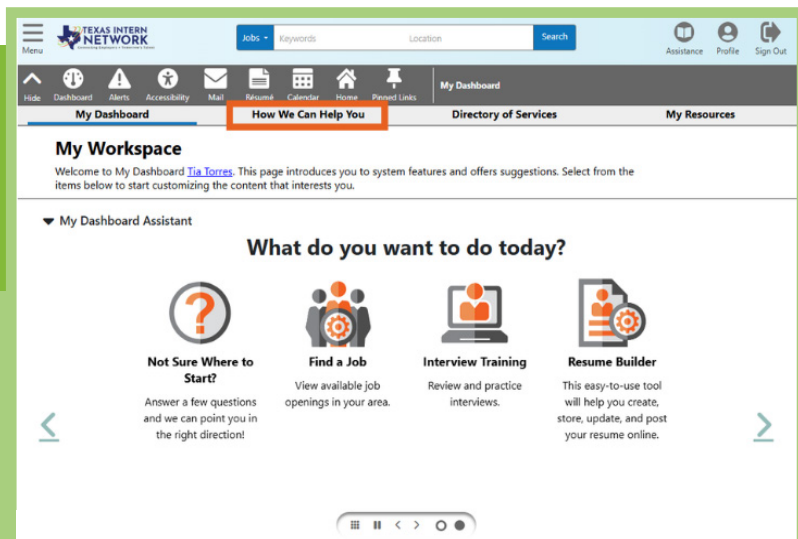
5 My Individual Workspace

Select one of the eight options from carousel that you can scan through using the arrows in the “My Dashboard Assistant” below to get started .

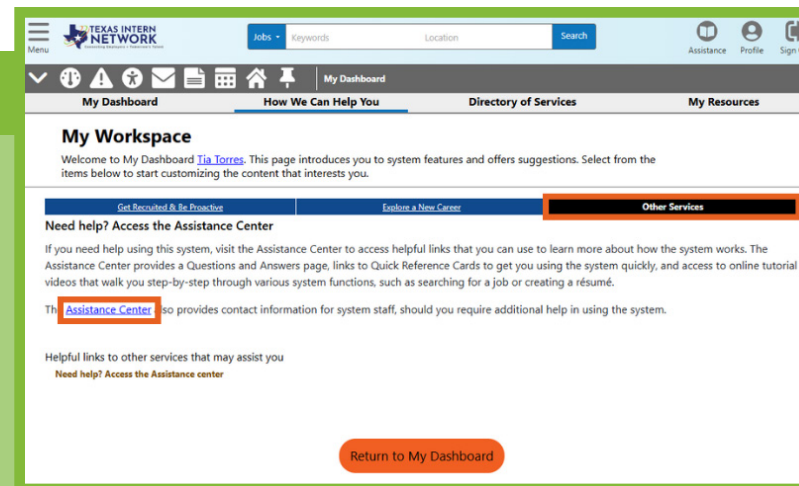
The screenshot shows the 'My Workspace' page. At the top, there are navigation links: Menu, Texas Intern Network, Jobs, Keywords, Location, Search, Assistance, Profile, Sign Out. Below the navigation is a 'My Workspace' heading followed by instructions: 'Welcome to My Dashboard Tia Torres. This page introduces you to system features and offers suggestions. Select from the items below to start customizing the content that interests you.' The main content area contains a 'My Dashboard Assistant' section with a carousel titled 'What do you want to do today?'. The carousel has four options: 'Not Sure Where to Start?', 'Find a Job', 'Interview Training', and 'Resume Builder'. Navigation arrows are visible on the left and right sides of the carousel.

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Need Help?



For more help, go to “How can we help you” in the dropdown menu to the upper left, or from you “My Workspace” dashboard.



Click “Other Services”

This will take you to the “Assistance Center.”

The Assistance Center Provides:

1. A Questions and Answers page.
2. Links to Quick Reference Cards to jumpstart your internship journey.
3. Step-by-step tutorial videos on how to use the website. These include topics like searching for a job or creating a résumé.

Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.
Relay Texas: 800-735-2989 (TTY) and 711 (Voice).twc.texas.gov

For State Fiscal Year 2026 (Sept. 1, 2025 – Aug. 31, 2026), the Texas Workforce Commission funds 100% of Texas Intern Network activities from \$30,000 of Workforce Innovation and Opportunity Act federal funds.

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