**DAY 1**

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**Batch: BCE126**

| **Orientation & Building a Professional Network on LinkedIn** |
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| The overview of the Boarding weeks will be provided by the respective communication trainers.  Maintaining a LinkedIn profile is vital as it facilitates professional networking, job opportunities, and the showcase of expertise. It serves as an online resume, contributing to personal branding, credibility, and global reach. LinkedIn also provides resources for skill development and industry insights, making it indispensable for long-term career growth, whether you're seeking new opportunities or establishing your professional presence.  **Task 1**  Videos and materials related to how to maintain a good LinkedIn profile have been provided. Go through it and update your profile.  PAGES  <https://www.linkedin.com/business/talent/blog/product-tips/tips-for-taking-professional-linkedin-profile-pictures>  <https://www.coburgbanks.co.uk/blog/who-should-you-connect-with-on-linkedin>  VIDEOS  [How to build a good Linkedin Profile?](https://www.youtube.com/watch?v=qju3b8kUmuk&t=7s)  [11 BEST LinkedIn Profile Tips!](https://youtu.be/8SdbTpOcwd8?si=DH13bEQ-UpLIK-nr)  [Who to Connect With on LinkedIn](https://www.youtube.com/watch?v=4fprjPq6dhg)  [How to Make a Great Linkedin Profile - TIPS + EXAMPLES](https://www.youtube.com/watch?v=zd4ALKv8Das)  [Create a PROFESSIONAL LinkedIn Profile (2023) | (For Beginners)](https://www.youtube.com/watch?v=bZ2xiTvVhpM)  [5 MUST-KNOW LinkedIn Profile Tips for Job Seekers!](https://youtu.be/B4OhuzwLc9o?si=louSVc37KwTnjtni) |
| **Task 2**  *Networking through LinkedIn is essential because it broadens your professional circle, boosts credibility, keeps you informed, and fosters mentorship and growth opportunities.*  *Use LinkedIn to connect with at least 20 people in your field who have similar interests or work experience. You can use the search function to find people who work at companies you're interested in, or who have similar job titles. Reach out to them and introduce yourself, and see if they're open to sharing their experience and advice. The goal is to build your professional network and learn from others in your field.* |
| ***There will be a discussion based on this on Day 11th of Boarding weeks, where you have to share your experience.***  *Attach your updated LinkedIn Profile link here*  *Link :* [*https://www.linkedin.com/in/alan-nixon-1a1713256/*](https://www.linkedin.com/in/alan-nixon-1a1713256/) |
| **Job Description (JD)**  **Key points**   * Before applying for a Job Vacancy, learn about the company's requirements. * Your resume, cover letter, Self Introduction should be improved based on JD. * Knowing the expectation of the company is always an advantage to crack the interview.   **Vocabulary to Learn.**  **Alternatives for If the question was not clear.**   * Could you please clarify the question? * I'm sorry, but I didn't quite understand the question. Could you provide more clarity? * I'm having difficulty grasping the question. Could you rephrase or provide additional details? * The question seems a bit unclear to me. Could you elaborate or simplify it? * I'm not sure I fully understood the question. Could you repeat or clarify it, please? * I apologize, but I'm having trouble interpreting the question. Could you give me more context? * The question is a bit ambiguous. Could you specify what you're asking for? * I'm afraid I didn't catch the essence of the question. Could you go over it again, please? * I might need a bit more information to fully grasp the question. Could you provide additional details? * I find the question a bit unclear. Could you break it down or provide more information? * **Learn 5 from the above** |