



Week 9 - Networking Skills Guide

Reminder

All Interns are required to participate in our Networking Skills Assignment. If you do not participate you will be removed from the internship and your access to our content will be revoked.

You must complete the following tasks and submit them in the Google Form:

- Create a **LinkedIn OR Twitter** post and submit any one link
- Connect with 5 interns on LinkedIn
- Follow 5 interns on Twitter
- Connect and follow a [Technical Page/Institute/Personality](#) shared by us below.

Note: Interns residing in Nigeria can submit Facebook links instead of twitter links.

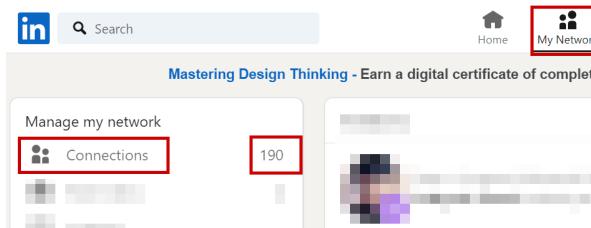
There are a total of 4 tasks



Learn, Test, and Share!

5 Connections and Follows

Linkedin

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| Step 1 | <p>Start by signing into Linkedin and going to “My Network.” Then locate “Connections”</p> |  <p>The screenshot shows the LinkedIn homepage with the 'My Network' tab selected. The main area displays a summary card for 'Mastering Design Thinking - Earn a digital certificate of completion'. Below this, there's a 'Manage my network' section with a 'Connections' button highlighted with a red box. To the right, a profile picture and the number '190' are shown, also enclosed in a red box.</p> |
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| Step 2 | <p>On the same page, scroll down until you see a section called “People you may know from Virtually Testing Foundation.” To the right, click “See all.”</p> <p>Note: If you do not see this section you may have not updated your LinkedIn profile properly. If this is the case, please go back to the week one assignment and properly update your profile.</p> <p>If you still can not find this section after scrolling, check out Virtually Testing’s main page and you may be able to find more people to connect to there.</p> | <p>The screenshot shows the LinkedIn interface with the 'My Network' tab selected in the top navigation bar. Below the main feed, there is a section titled 'People you may know from Virtually Testing Foundation'. A red arrow points downwards towards this section. To the right of the title, there is a button labeled 'See all'. Both the title and the 'See all' button are highlighted with red boxes.</p> |
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Learn, Test, and Share!

Step 3

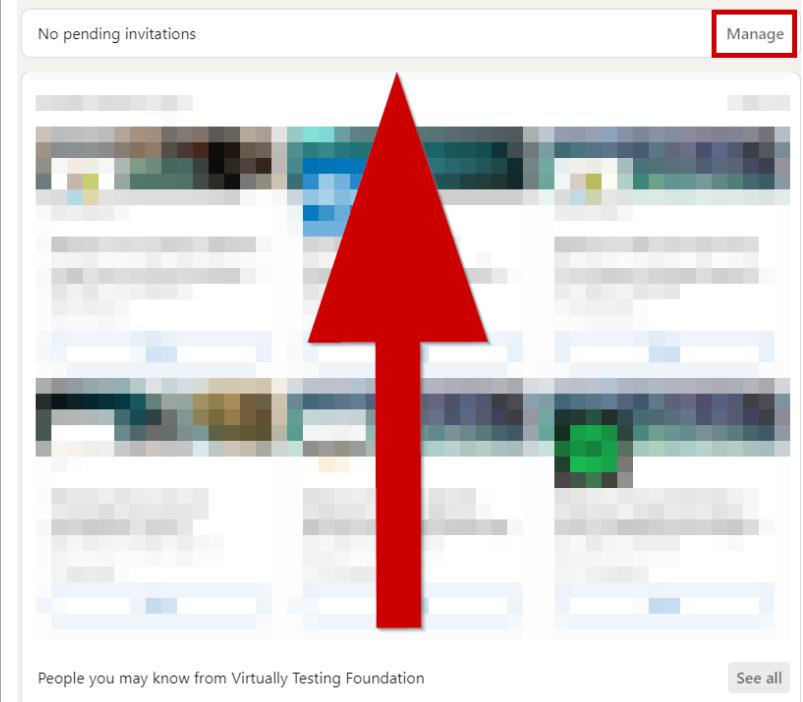
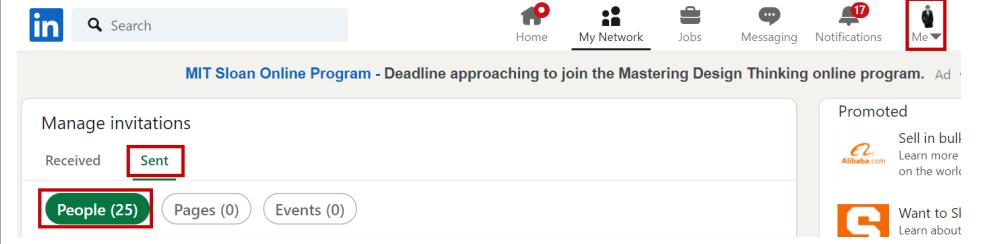
Now go ahead and start making connections with your fellow interns. Once you have added **5** connections, exit out of the window.

People you may know from Virtually Testing Foundation

Connect Connect Connect Connect

Connect Connect Connect Connect

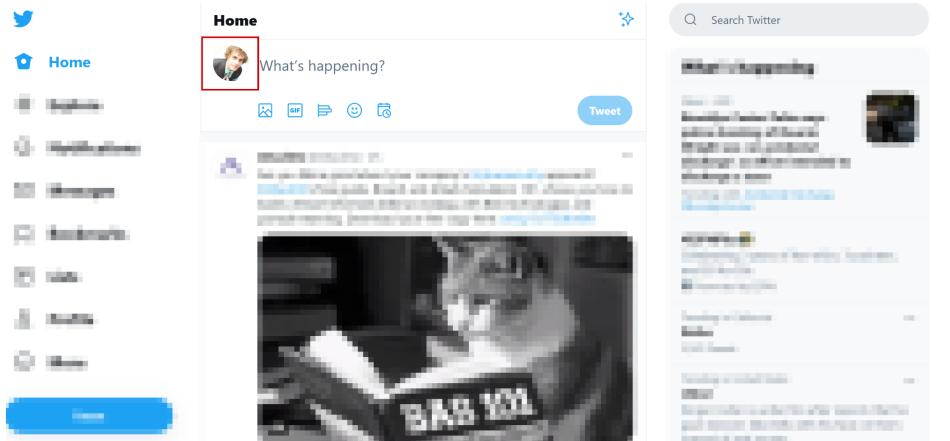
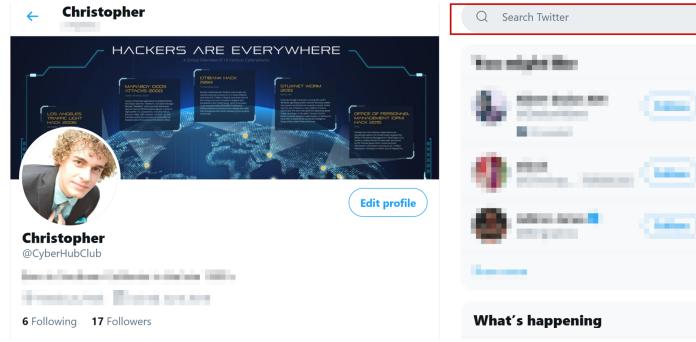


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| Step 4 | <p>Scroll up to where it says “pending invitations,” or in my case “no pending invitations” and select “manage” on the right side.</p> |  |
| Step 5 | <p>Lastly, select “sent” and take a look at the number of people you have sent invitations to. The sent invitations should be at least 5.</p> |  |



Learn, Test, and Share!

Twitter

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| Step 1 | <p>Start by signing into Twitter. On the home page, click on your face icon next to “What’s happening?”</p> |  |
| Step 2 | <p>Navigate to the right-hand side and select “Search Twitter”. In the search bar type in #VTFOct21</p> <p>During the first week, it may be hard to find people as the people may not have created their posts yet. If this happens, search for VTFoundation and try to follow interns who have followed VTFoundation.</p> |  |



Learn, Test, and Share!

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| Step 3 | <p>Hover over the intern's name and click "follow" on the pop-up window. Then move on to the next intern. Do this 5 times with different interns. I know this is not fun, but growing your circle will be very helpful for you.</p> | <p>The screenshot shows a Twitter profile for Sahil Mahalle (@sahil_mahalle). A red box highlights the name 'Sahil Mahalle'. A red arrow points from this box to a red box around the 'Follow' button. Another red box highlights the 'Select follow' button. At the bottom right of the profile card, there is a blue box containing the text 'VIRTUALLY TESTING FOUNDATION'.</p> |
| Step 4 | <p>Once you are done following 5 other interns, click the home button on the left.</p> | <p>The screenshot shows the Twitter mobile interface. On the left is a sidebar with navigation options: Home, Direct messages, Notifications, Mentions, Lists, and More. The main area is the 'Home' feed, which includes a post by 'Sahil Mahalle' with a photo of a person holding a book titled 'BAB 101'.</p> |



Learn, Test, and Share!

Follow a Technical Page/ Institute/ Personality

Step 1:
Twitter

You **must** follow this Personality :

[Cybersecurity and Infrastructure Security Agency](#)

The screenshot shows the Twitter profile of the official account of the Cybersecurity and Infrastructure Security Agency (CISA). The profile picture is the CISA logo, which features a bald eagle perched on a shield with the words 'CYBERSECURITY & INFRASTRUCTURE SECURITY AGENCY'. The header of the profile includes the text 'Cybersecurity and Infrastructure Security A...' followed by a blue verified checkmark icon. It also displays '3,663 Tweets' and the URL 'cisa.gov/ismonth'. The bio on the profile reads: 'We lead the National effort to understand, manage, and reduce risk to our cyber and physical infrastructure. Likes, retweets, follows ≠ endorsements.' Below the bio, it shows the location as 'Washington, DC', the website 'cisa.gov', and the joining date 'Joined February 2018'. At the bottom, it shows '110 Following' and '162.8K Followers'. There are three circular icons at the top right: one with three dots, one with a bell, and one with the word 'Following'.



Learn, Test, and Share!

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| Step 2: LinkedIn | <p>You must follow this Personality :</p> <p>Cybersecurity and Infrastructure Security Agency</p> |  |
| Note | <p>You will be creating one post for this week either on twitter or linkedin. Share what you learned in this particular week along with it's visual representation in the template that was provided.</p> | |



LinkedIn

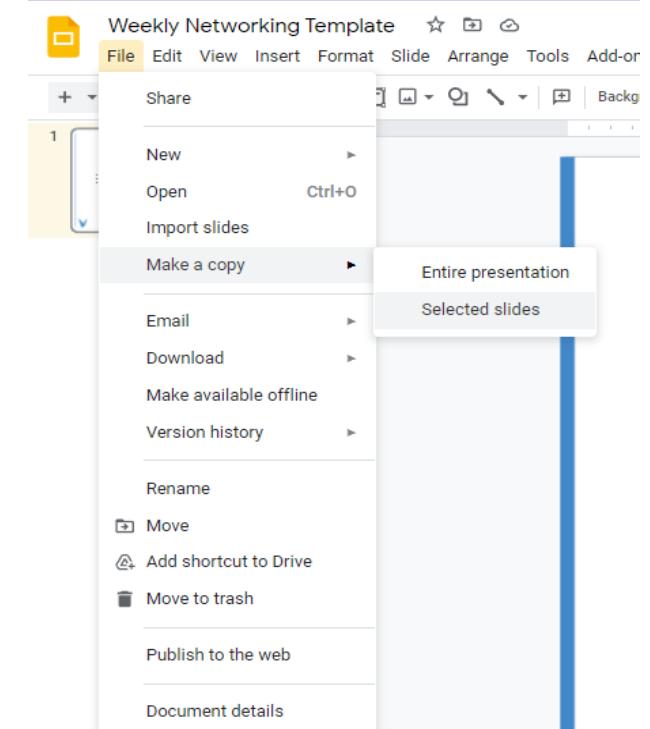
[Optional if you are creating on twitter]

Step 1.a

Copy this template

Make a copy of this template. **Do not request edit access.**

Rename the copy to **Week_#_NetworkPost** where # is the week number.





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| Step 1.b | <p>Once you have the template in your drive make changes for the points and images as you feel..</p> <p>Note:</p> <ul style="list-style-type: none">• Do not change the VTF Logo and the color scheme.• You must keep the content of the post strictly professional.• You must update the points and Images. Do not post the template without updating it. | <ul style="list-style-type: none">• Key Learnings_1• Key Learnings_2• Key Learnings_3 |
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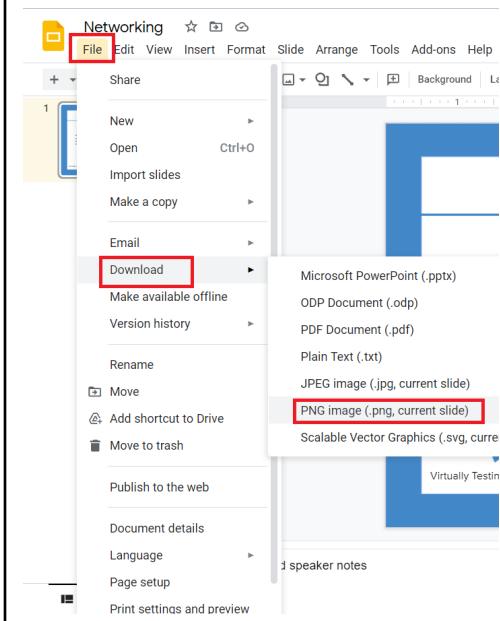
Step 2

Once you are happy with the Banner, Download it and save it as "**Week_{#}_NetworkPost.png**".

Make sure you download it as a PNG.

Note: The {#} stands in place of the week number you are currently in. So if you are in week 6 of your internship the file would say:

Week_9_NetworkPost.png





Learn, Test, and Share!

Step 3 a

Now Sign in and go to your home page then select "Photo."

Note: While I was here, I commented on and liked another intern's post. I suggest you get in the habit of doing this, but it is not mandatory.

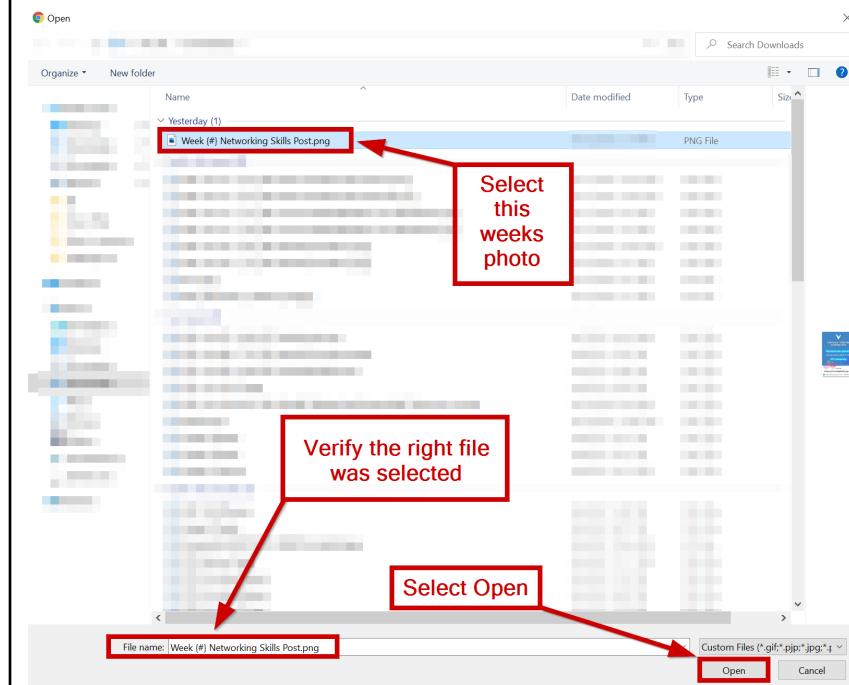
The image is a composite of two screenshots from LinkedIn. On the left, a user's profile page for Chris Repich is shown, featuring his photo, name, title, and some basic stats like 'Who viewed your profile' (141) and 'Views of your post' (35). On the right, a post by Bhavesh Dhake is displayed. The post includes a 'CERTIFICATE OF COMPLETION' from TryHackMe for successfully completing the 'CompTIA Pentest+ Learning Path'. Below the certificate, there are standard LinkedIn interaction buttons for 'Like', 'Comment', 'Share', and 'Send'. A specific comment from Chris Repich is highlighted with a red box, reading: 'Awesome Job! Love TryHackMe'. The 'Like' button and this comment are also specifically highlighted with red boxes to guide the user.



Learn, Test, and Share!

Step 3 b

Select this week's banner you created and click on Open.
This will **Upload** the photo





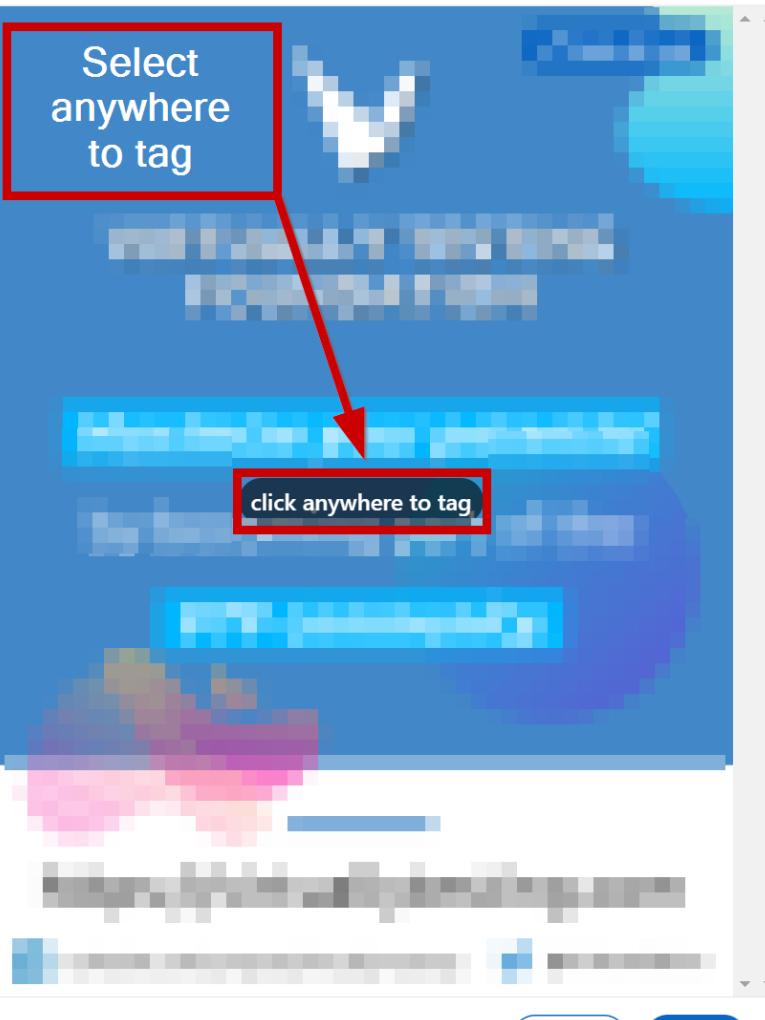
Learn, Test, and Share!

Step 4

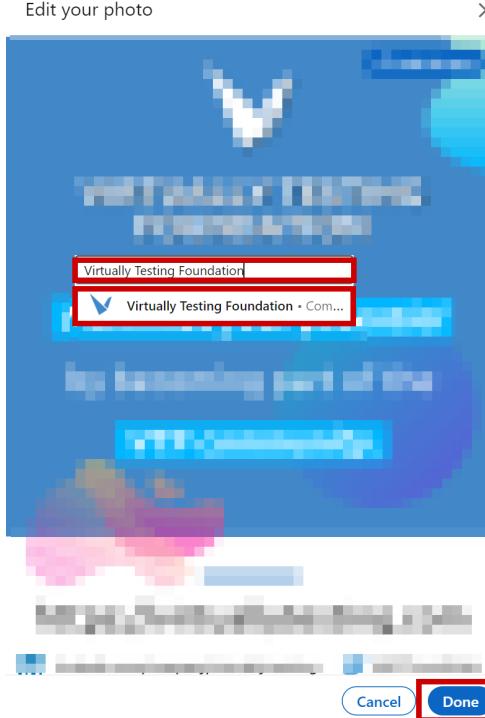
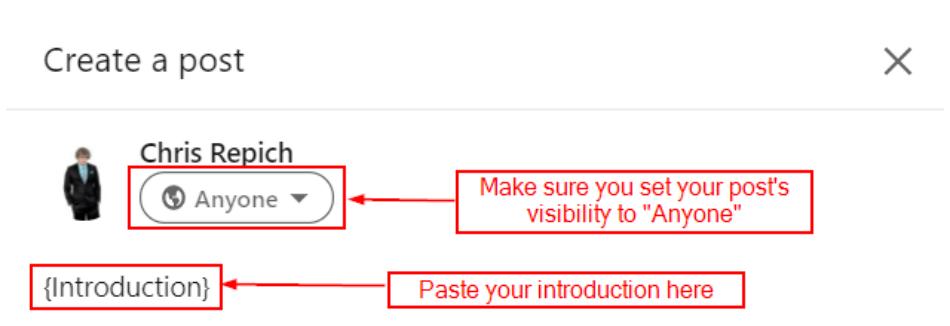
Click on tags →
Next, select anywhere on the photo you uploaded to tag.

Edit your photo

X





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| Step 5 | <p>Type in Virtually Testing Foundation. A menu will pop up while typing. Click on Virtually Testing Foundation. You must do this or you will not tag Virtually Testing properly. Then select “Done”.</p> |  |
| Step 6 a | <p>You can select one of the phrases below or create a phrase on your own. But make sure to tag VTF and use the appropriate hashtags. You won’t be graded if you don’t follow this convention.</p> |  |



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| Step 6 b | <p>Note: Make sure that you click on @Virtually Testing Foundation and all hashtags then select them in the popup menu. If you do not do this you will not tag properly and will not receive full credit as result.</p> <p>You can use one of the following phrases each week to explain what you learned this week at VTF. You must choose a different phrase each week. Do not use the same phrase twice. Choose your phrase at random.</p> <p>Your {title} is “Penetration Testing Intern”</p> <ol style="list-style-type: none">1. {Introduction}<ol style="list-style-type: none">a. As a {Title} at @virtually testing foundation, I learned this weekb. It has been an exciting week at @virtually testing foundation as a {title}. I learnedc. I am excited to be a {title} at @virtually testing foundation. This week, I learnedd. Being a {title} at @virtually testing foundation is going great! This week, I learnede. Here at @virtually testing foundation, being a {title} has been an amazing experience! This week, I learnedf. It's a great experience being a {title} here at @virtually testing foundation. This week, I learnedg. I am learning so much as a {title} here at @virtually testing foundation. This week, I learnedh. @virtually testing foundation has given me a great opportunity as a {title}. This week I learnedi. It has been a productive week as a {title} here at @virtually testing foundation. I learnedj. Thanks to @virtually testing foundation, being a {title} has been a great chance to learn. For example, this week I learned |
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| Step 7 | <p>After entering in your introduction make sure to click on @Virtually Foundation Foundation. A sub-menu will pop up. Click on Virtually Testing Foundation.</p> <p>If this is done properly, the Virtually Testing Foundation will be BOLD.</p> <p>See the photo below in Step 8</p> | <p>Create a post X</p> <p>Chris Repich Anyone ▾</p> <p>As a {Title} at @Virtually Testing Foundation I learned this week</p> <p> Virtually Testing Foundation • Company • Information Technology ...</p> <p>Add hashtag #learning #training #networking #help ></p> <p>      ... Anyone Post</p> |
| Step 8 | <p>After selecting a random introduction that you did not use in the previous week from the above phrases, describe in your own words what you learned this week from any Virtually Testing assignment you did this week.</p> | <p>Chris Repich Introduction Template</p> <p>As a Director at Virtually Testing Foundation I learned this week</p> <p>{What I Learned} Brief summary of what you learned this week at VT</p> |



Learn, Test, and Share!

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| Step 9 | <p>To the right is an example of how the {What I Learned} template could look like in your post. Do not copy what I wrote as it is not from the correct week. If you do this, you will not receive full credit. This must be done in your own words.</p> <p>Make sure to update your correct title and do not copy the one given in the example.</p> | <p>Create a post X</p> <hr/> <p> Chris Repich Anyone ▾</p> <p>As a Director at Virtually Testing Foundation I learned this week that creating Networking Guides is very time intensive. Thankfully, I have a wonderful staff to help!</p> <p style="text-align: right;">Add hashtag #networking #help #training #testing ></p> <p style="text-align: center;"> ... Anyone Post</p> |
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Learn, Test, and Share!

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| Step 10 | <p>Next add in these hashtags: #VTfoundation #VTFOct21</p> <p>Make sure to update your correct title and do not copy the one given in the example.</p> <p>To the right is an example. Do not copy what I wrote as it is not from the correct week. If you do this, you will not receive full credit. This must be done in your own words.</p> | <p>Create a post X</p> <p>Shreyansh Shukla Anyone ▾</p> <p>As an Internship Proctor at Virtually Testing Foundation, I learned this week that creating Networking Guides is very time-intensive. Thankfully, I have a wonderful staff to help!</p> <p>#VTfoundation #VTFOct21 #internships</p> <p>Add hashtag #internship #testing #career #education ></p> <p> ... Anyone Post</p> |
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| Step 11 | <p>Verify that all the information is correct. Start by checking that your post is grammatically correct, words are spelled correctly, the correct photo is attached, the @ is done correctly, and the hashtags have been done properly. If you have done this correctly, your post should look like mine on the right.</p> <p>Make sure to update your correct title and do not copy the one given in the example.</p> <p>Once you are done verifying that everything is done correctly, click “post” in the lower right-hand corner of the pop-up window to make this post live.</p> | <p>Create a post X</p> <p>Shreyansh Shukla Anyone ▾</p> <div style="border: 2px solid red; padding: 10px; margin-top: 10px;"><p>As an Internship Proctor at Virtually Testing Foundation, I learned this week that creating Networking Guides is very time-intensive. Thankfully, I have a wonderful staff to help!</p><p>#VTfoundation #VTFOct21 #internships</p></div> <p style="margin-top: 20px;">Add hashtag #internship #testing #career #education ></p> <p style="margin-top: 20px;"> ... Anyone Post</p> |
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Twitter

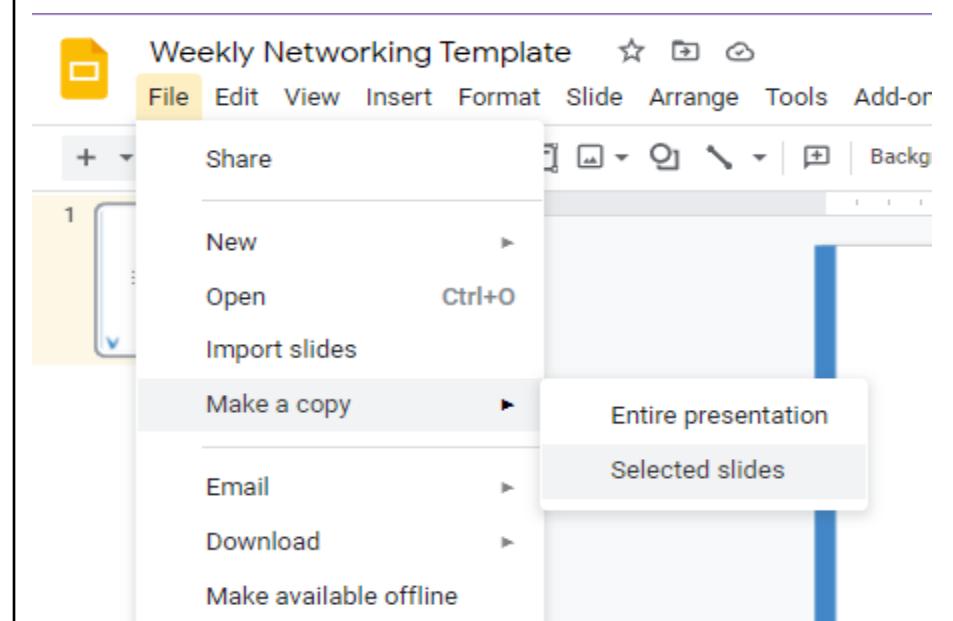
[Optional if you are creating a post on LinkedIn]

Step 1.a

[Copy this template](#)

Make a copy of this template. **Do not request edit access.**

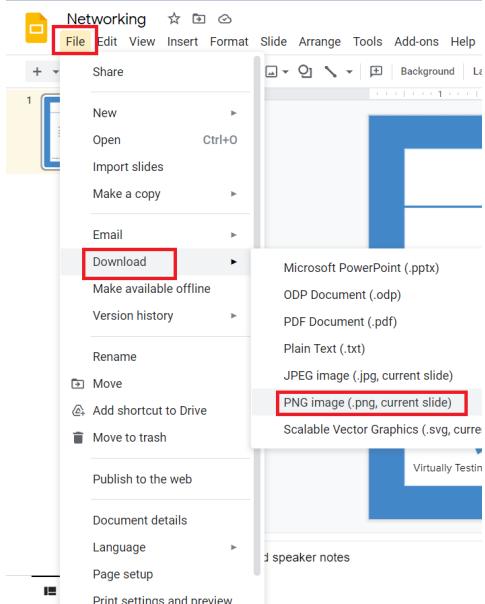
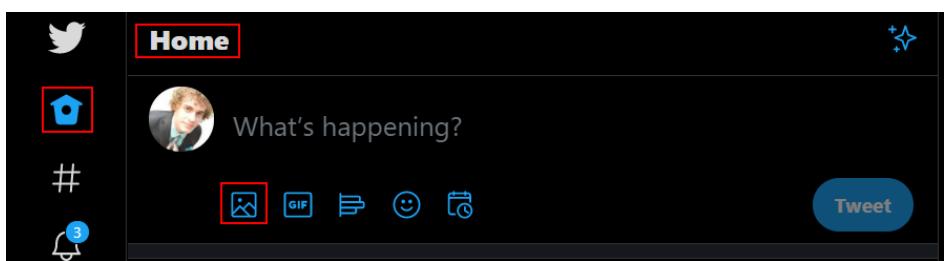
Rename the copy to **Week_#_NetworkPost** where # is the week number.



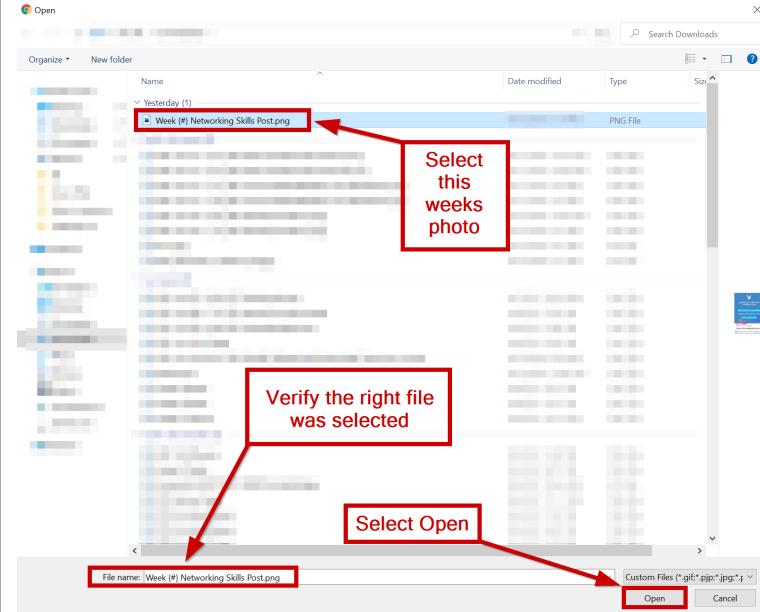


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| Step 1.b | <p>Once you have the template in your drive make changes as you feel.</p> <p>Note:</p> <ul style="list-style-type: none">• Do not change the VTF Logo and the color scheme.• You must keep the content of the post strictly professional.• You must update the points and optional Images. These are just demo images which have been provided. | <ul style="list-style-type: none">• Key Learnings_1• Key Learnings_2• Key Learnings_3 |
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| Step 2 | <p>Once you are happy with the Banner, Download it and save it as "Week_{#}_NetworkPost.png".</p> <p>Make sure you download it as a PNG.</p> <p>Note: The {#} stands in place of the week number you are currently in. So if you are in week 6 of your internship the file would say: Week_9_NetworkPost.png</p> |  |
| Step 3 | <p>Log in and go to the home page. Then, under "Home" go to the top where it says "Start a post" and select the Photo icon.</p> <p>Note: Facebook can be used instead of twitter for interns residing in Nigeria.</p> |  |



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| Step 4 | <p>Step 2: Select the file that you downloaded earlier titled “Week_{#}_NetworkPost.png”</p> <p>Verify you have the correct file then select “Open”.</p> <p>Note: The {#} stands in place of the week number you are currently in. So if you are in week 6 of your internship the file would say: Week 9 Networking Skills Post.png</p> |  |
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Learn, Test, and Share!

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| Step 5 | <p>Start making your tweet by going to the “What’s happening” section above the “Week {#} Networking Skills Post.png” that you just added.</p> | <p>The screenshot shows the Twitter mobile interface. At the top, there's a profile picture and the text "What's happening?". Below that is a blurred post from "Week 1 Networking Skills Post". At the bottom of the screen, there are several buttons: "Tag people", "Add description", and a prominent blue button with a globe icon labeled "Everyone can reply". To the right of this button is a red box with the instruction "Make sure everyone can reply". At the very bottom, there are icons for image, GIF, quote, smiley face, and calendar, followed by a "Tweet" button.</p> |
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| Step 7 | <p>Follow steps 7 to 11 in the section creating linkedin post.</p> <p>Notice how the Virtually Testing Foundation did not @ properly. There also may be some spacing or formatting issues.</p> <p>Make sure to update your correct title and do not copy the one given in the example.</p> | <p>Home</p>  <p>As an Internship Proctor at Virtually Testing Foundation, I learned this week that creating Networking Guides is very time-intensive. Thankfully, I have a wonderful staff to help!</p> <p>#VTfoundation #VTFOct21 #internships</p> |
| Step 8 | <p>Make sure that you retype @VirtuallyTestingFoundation as @VTFoundation. A sub-menu will pop up. Select Virtually Testing Foundation.</p> <p>Verify that you have spelled everything correctly and used the proper syntax (@ and #).</p> <p>Note: Keep your overall character count under 280. Otherwise, you will not be able to copy and paste this information into Twitter. If you are concerned about character number use Twitter Character Counter - Check your Tweet length and more!</p> | <p>Home</p>  <p>As an Internship Proctor at @VTF, I learned this week that creating Networking Guides is very time-intensive. Thankfully, I have a wonderful staff to help!</p> <p>#VTfoundation #VTFOct21 #internships</p> <div data-bbox="1170 975 1634 1122"><p> Following</p><p>Virtually Testing Foundation (V @VTFoundation)</p></div>  |



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| Step 9 | <p>Verify that you have spelled everything correctly and used the proper syntax (@ and #). If everything is formatted correctly, then click on the “Tweet” button.</p> <p>Make sure to update your correct title and do not copy the one given in the example.</p> | <p>As an Internship Proctor Intern at @VTFoundation, I learned this week that creating Networking Guides is very time-intensive. Thankfully, I have a wonderful staff to help!</p> <p>#VTFoundation #VTFOct21 #internships</p> <p>Foundation</p> <p>"VTF offers entry-level to advanced level technical and non-technical positions"</p> <p>Edit</p> <p>Virtually Testing Foundation (VTF)</p> <p>Add description</p> <p>Everyone can reply</p> <p>Tweet</p> |
| Note | <p>If the word count is full you may use your own discretion and bring it under the word count.</p> <p>Do not remove the tags and Hashtags.</p> | |



Learn, Test, and Share!

Submitting Your Work To Google Form

Step 1

Go to the current week's "Networking Skills Assignment" section in google form.

Networking Assignment Submission

Make sure to validate your links before submitting. If your links are not valid you won't be graded for that assignment.

Social Media Post Link *

Enter either LinkedIn or Twitter Post Link. You can refer to the networking guide on getting the post links.

Your answer

Have you Followed / Connected with 5 Interns? *

Yes

No

Have you Followed / Connected with the Technical Page / Institute / Personality that was provided in the guide? *

Yes

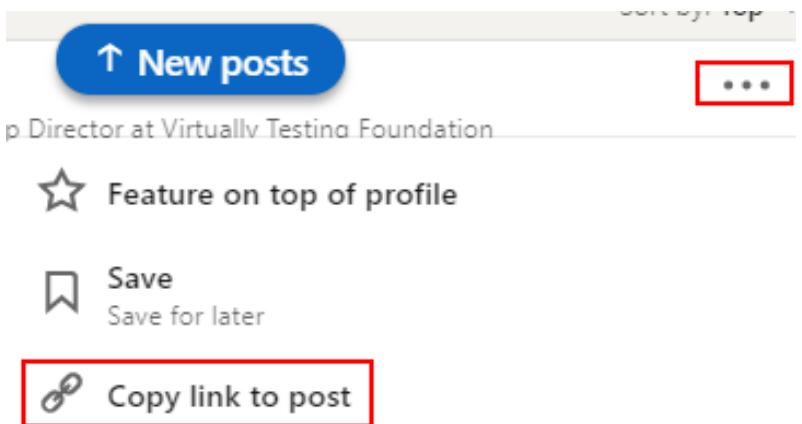
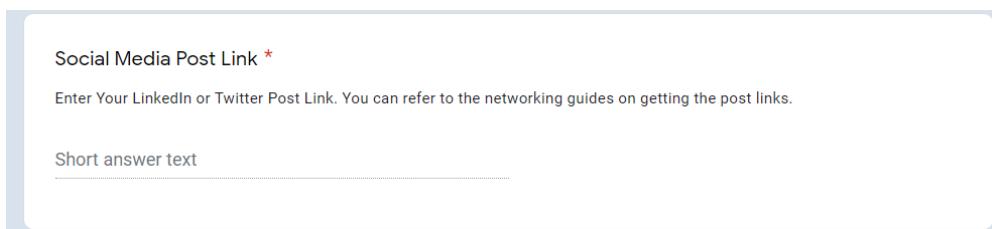
No

[Back](#)

[Next](#)

[Clear form](#)



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| Note: | <ul style="list-style-type: none">• If you have created a post on linkedin follow steps 2.a & 2.b• If you have created post on twitter follow steps 3.a, 3.b & 3.c | |
| Step 2 a | <p>Go to your Linkedin post that you just created and click on the three dots.</p> <p>Then select “Copy link to post”</p> |  |
| Step 2 b | <p>Now go back to your google form.</p> <p>Scroll down and paste the “URL” of the Linkedin post you copied!</p> |  |



Learn, Test, and Share!

Step 3 a

Now go to your home page on Twitter and select the post you just created.

The screenshot shows the Twitter mobile interface. On the left is a sidebar with navigation icons: Home, Explore, Notifications, Messages, Bookmarks, Lists, Profile, and More. Below the sidebar is a blue button labeled "Tweet". At the bottom of the sidebar is the user's profile information: "Christopher" and "@CyberHubClub". The main area is titled "Home" and shows a single tweet from "Christopher @CyberHubClub · 3h". The tweet content is: "As a Director at @VTFoundation I learned this week that creating Networking Guides is very time intensive. Thankfully, I have a wonderful staff to help!" followed by hashtags "#VTFoundation #VTFJuly21 #internships". Below the tweet is a graphic with the text "VTF community." and a link "https://virtuallytesting.com". At the bottom of the tweet card are engagement metrics: 545 replies, 630 retweets, 5.9K likes, and 1 quote. Below the tweet card are sharing options: a reply icon, a retweet icon, a like icon, a quote icon, and a share icon.



Learn, Test, and Share!

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| Step 3 b | Go up to the URL field and copy the URL. | |
| Step 3 c | <p>Now go back to your google form. Scroll down and paste the “URL” of the Twitter post you copied!</p> | <p>Social Media Post Link *</p> <p>Enter Your LinkedIn or Twitter Post Link. You can refer to the networking guides on getting the post links.</p> <p>Short answer text</p> |



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| Step 4 | <p>Check Yes, if you have followed and connected with at least 5 interns on Twitter and LinkedIn and 1 Technical Account.</p> <p>NOTE: This is a mandatory part of the Networking Assignment and you are required to connect / follow 5 interns & 1 Technical Account.</p> | <p>Have you Followed / Connected with 5 Interns? *</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>Have you Followed / Connected with the Technical Page / Institute / Personality that was provided in the guide? *</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> |
| Step 5 | <p>Once you are done with pasting either twitter post link or the linkedin post link. Click on submit.</p> | |



Reminder

All Interns are required to participate in our Networking Skills Assignment. If you do not participate you will be removed from the internship and your access to our content will be revoked.

You must complete the following tasks and submit them in the Google Form:

- Create a **LinkedIn OR Twitter** post and submit the link
- Connect with 5 interns on LinkedIn
- Follow 5 interns on Twitter
- Connect and follow a [Technical Page/Institute/Personality](#) shared by us.

Note: Interns residing in Nigeria can submit Facebook links instead of twitter links.

There are a total of 4 tasks