**Personal Brand Template**

Please answer the following questions in as much detail as you can to help you to create your own personal brand:

1. What are the top three words to describe you?

Meticulous, accuracy and detailed oriented.

2. Who is your audience? Think about who you want your personal band to speak to.

3. What value do you provide? Think about what ‘problems’ you solve with your skills

4. What have you accomplished?

Now that you’ve got your outline for your personal brand, you need to know how to make the right first impression based on your personal brand. Please answer these following questions:

1. How can you demonstrate your personal brand when you first meet someone virtually?

2. What are the 6 top tips to help you elevate your presence on a virtual meeting?