

Career Services Assignment 1 – LinkedIn Setup

Points possible: 50

Category	Criteria	% of Grade
Completeness	All requirements of the assignment are complete.	100

Instructions: Follow the steps below to set up your LinkedIn account and optimize it for success. You can use the *Social Media Checklist* in the Career Services module to keep track of some of the steps you take for this assignment. The video *Setting Up Your Social Media* will help you with some of these steps as well.

1. If you do not already have a LinkedIn profile, create one. Make sure the email address you sign up with is professional (i.e. tom.sawyer@hotmail.com rather than bigdaddy227@hotmail.com)
2. Personalize your URL. Read more about it [here](#).
3. Make your email address and phone number public to 1st level connections.
4. Upload a professional headshot.
5. Change your profile's background picture. You can find some free resources on [Canva](#).
6. Set your headline to "Software Developer".
7. Create a summary statement that introduces you, talks about what you do, outlines major accomplishments, and includes something personal.
8. Fill out your experience section using 1st person to refer to yourself.
9. Add your skills and technical skills you will learn in your program of study and then pin JavaScript, ReactJS, and Software Development.
10. Add Promineo Tech to your education.
11. Fill out any other sections with relevant information.
12. Connect to your instructors, classmates, alumni and follow Promineo Tech.
13. Read [How to Effectively Use LinkedIn in the Job Search](#) from the Career Services module.

Write 3 things you learned from reading *How to Effectively Use LinkedIn in the Job Search*


- 1. I want to be more passionate about what I am doing, but also be able to express in a professional is something I am still learning. I am still working as a Behavioral Support Technician and I don't want to let my current employers see the post I make, but hopefully I will be getting responses from my peers in regards to the tone I am wanting to set when I do post.**
- 2. I have learned that it really is about who you know and connecting with others that strive to achieve similar goals**
- 3. Liking, positing, and creating conversations with others is how you get connected which could later lead to a job. Being genuine and getting to know others will help break communication barriers.**

Attach Screenshots of Your Finished LinkedIn Profile Below

I know I do not have a picture and that I also did not fill out my experience section in first hand. I am just not comfortable yet with taking picture yet and will probably be more comfortable by the end of this program, hopefully.


There's a lot that I do and to keep it short, it wouldn't justify the space given. I feel like that should be something left on my resume.


the measure of intelligence is the ability to change
- Albert Einstein



Dana Nguyen
student | mental health advocate | software developer
Springfield, Missouri, United States · 17 connections

[Join to connect](#)

 **Ozarks Technical Community College**

 **Other:** [🔗](#)

About

Currently, I work at Arc of the Ozarks as a full-time Behavioral Support Technician. It has taught me a lot about mental health and how change is part of growth. You learn more about oneself as progression occurs.

I will also be starting my position as a receptionist at OTC this fall.

My plan this year is to obtain my certificate at Promineo Tech for Front End Software Development. With the skills acquired at Promineo Tech, I will be able to get hands-on experience and possible internships while furthering my education. I will be receiving my AS degree at OTC in Mathematics next year and then my goal after will be to transfer to MSU to earn my BS degree in Computer Science. My goal is to be knowledgeable in my field of study.

My interest varies. I am looking forward to the opportunities my experiences will bring. I am motivated in areas I am passionate about and would like to use my skills for the greater good. Follow me on my journey while I figure out what I want to do!

Edit contents

This is your public profile. To edit its sections, update your profile.

[Edit contents](#)


Edit Visibility

You control your profile's appearance for people who are not signed in to LinkedIn. The limits you set here affect how your profile appears on search engines, profile badges, and permitted services like Outlook.

[Learn more](#)

Your profile's public visibility ☒ On

Basic (required)

 Name, number of connections, and region

Background Photo ☒ Show

Headline ☒ Show

Websites ☒ Show

Summary ☒ Show

Articles & Activity ☐ Hide

Current Experience ☒ Show

Details ☒

Experience



Receptionist
Ozarks Technical Community College
Aug 2022 - Present · 1 month



Behavioral Support Technician
Arc Of The Ozarks
Aug 2021 - Present · 1 year 1 month

Education



Ozarks Technical Community College
Associate of Science - AS - Mathematics
2022 - 2023



Promineo Tech
Front End Software Development
2022 - 2022
Javascript, HTML, CSS

Licenses & Certifications



CPR / First Aid
American Red Cross
Issued Sep 2021



Certified Medication Aide
Arc Of The Ozarks

Past Experience	<input type="checkbox"/>	Hide
Education	<input checked="" type="checkbox"/>	Show
Details	<input checked="" type="checkbox"/>	Show
Certifications	<input checked="" type="checkbox"/>	Show

Public Profile badge

Promote your profile by adding a badge to your blog, online resume, or website.

[Create a badge](#)