Activity:
Part I - Write Your Resume

Use this checklist to complete the module's step-by-step activity for success:

☐ Write down your personal story

☐ Weave your personal story into your resume

☐ Choose your voice: passive vs active (either can work)

☐ Current job = present, past job = past

☐ Remove anything that does not support your mission

☐ Simplify your supporting information - only include critical info that supports your mission

☐ Include keywords for your specific field of interest - once each is enough

Activity:
Part II - Design Your Resume

Use this checklist to complete the module's step-by-step activity for success:

☐ Increase whitespace (i.e. negative space or blank space on a page)

☐ Use color

☐ **Bold important parts** that you want recruiters to see

☐ If you have a lot of content, use a second page—focus on readability and include the most relevant experience on page 1

☐ Include links to LinkedIn and GitHub (if applicable)

☐ No mistakes, double check your work!

☐ Simplify! Only key info is needed. You don't need to tell entire story here—that's what the interviews are for.

☐ Include keywords and RESULTS

☐ See example in the course bonuses

☐ Optional: use or battle-tested DSDJ resume template or hire a designer!

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Activity:
Part III - LinkedIn

Use this checklist to complete the module's step-by-step activity for success:

☐ Transfer your details to LinkedIn

☐ Transfer job info

☐ Be authentic and transparent—include dates

☐ Summarize your story in one paragraph and include your mission

☐ Take a professional picture

☐ Have photo taken and/or edited by a professional if necessary

☐ Put your picture on LinkedIn

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Activity:
Part IV - GitHub

Use this checklist to complete the module's step-by-step activity for success:

- ☐ Upload projects to GitHub

- ☐ Summarize each project with in README.md

- ☐ Remove old or irrelevant projects

- ☐ Put your picture on GitHub

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