



PROMINEO TECH

Career Services Assignment 1 – LinkedIn Setup

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.

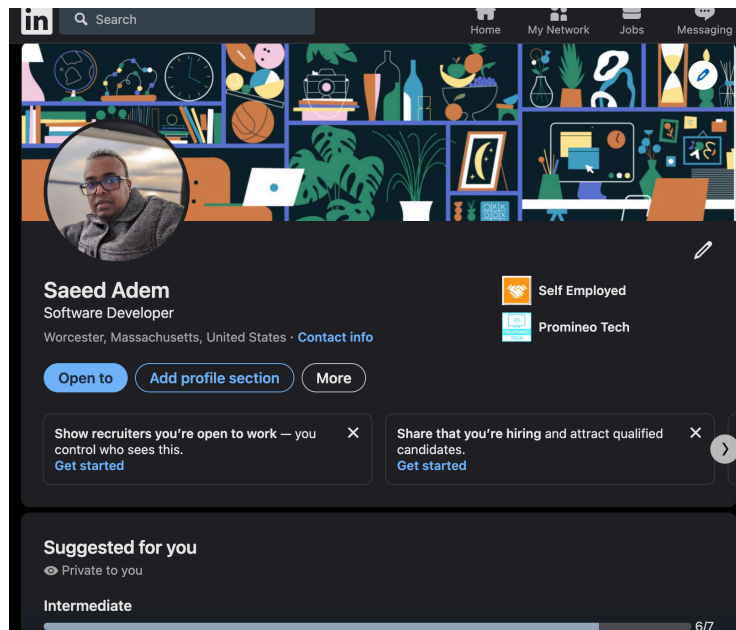
1. If you do not already have a LinkedIn profile, create one. Make sure the email address you sign up with is professional (i.e. tom.sawyer@hotmail.com rather than bigdaddy227@hotmail.com)
2. Personalize your URL. Read more about it [here](#).
3. Make your email address and phone number public to 1st 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.
- 14.



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

Attach Screenshots of Your Finished LinkedIn Profile Below



1. keep profile up to date and build your network to high level.
2. be comprehensive about current skills and objectives.
3. Let people know you're available and let them know your recent experience.
4. Research the companies you're interested in and follow them, connect with gateway community college, connect with people in the industry