LinkedIn is one of the most effective places to create and manage your online brand. There’s no better forum for presenting a summary of your background and building your professional network.

What can you do on LinkedIn?

- **TELL YOUR STORY**
- **CONNECT WITH OTHERS**
- **RESEARCH INFORMATION**

**YOUR LINKEDIN PROFILE IS NOT A RESUME.**

While both the resume and your LinkedIn profile share your experience, skills, and accomplishments, they have different functions and different conventions. Your LinkedIn profile allows you unique opportunities to showcase your brand and to be active in the world’s largest professional social networking platform.

### PHOTO

Choose a clear, friendly and appropriately professional image.

### HEADLINE

Your headline doesn’t have to be your name, job title and company. You can use that space to succinctly (5–6 words max) showcase your value proposition and goals.

### SUMMARY

This is your opportunity to share who you are, what motivates you, what you’re skilled at, and what your goals are.
EXPERIENCE

Your LinkedIn work experience section doesn’t need to be as detailed as your resume. It should instead be a summary that highlights your main achievements. Paragraph form is acceptable because you won’t be including a ton of information.

UPLOAD WORK SAMPLES

In each section of your work history you can add presentations you’ve authored, videos you’ve helped create, web pages you’ve written, campaigns you’ve designed and more.

EDUCATION

Starting with college, list all the educational experiences you’ve had. Don’t forget summer or study abroad programs!

SKILLS & ACCOMPLISHMENTS

Starting with college, list all the educational experiences you’ve had. Don’t forget summer or study abroad programs!

RECOMMENDATIONS

Starting with college, list all the educational experiences you’ve had. Don’t forget summer or study abroad programs!

Experience

<table>
<thead>
<tr>
<th>Experience</th>
<th>University of Nevada-Las Vegas</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Educator</td>
<td>Apr 2020 – Present</td>
<td>4 mos</td>
</tr>
<tr>
<td>Third Key</td>
<td>Jun 2018 – Mar 2020</td>
<td>1 yr 10 mos</td>
</tr>
<tr>
<td>Summer-For-Success Coach</td>
<td>Jun 2019</td>
<td>1 mo</td>
</tr>
<tr>
<td>Medical Receptionist</td>
<td>May 2016 – Mar 2017</td>
<td>11 mos</td>
</tr>
</tbody>
</table>

Education

<table>
<thead>
<tr>
<th>Education</th>
<th>University of Nevada-Las Vegas</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Arts - BA, Psychology</td>
<td>2017 – 2021</td>
</tr>
</tbody>
</table>

Skills & Endorsements

- Interpersonal Communication
- Problem Solving
- Time Management

Accomplishments

3 Courses
- Human Resource Management
- Intro to Industrial-Organizational Psychology
- Negotiation

2 Honors & Awards
- College Of Liberal Arts, Dean's List
- College Of Liberal Arts, Dean's List

Recommendations

Received (5)  Given (8)