

LinkedIn - Setting Up Your Account

1. **Create your account** - visit www.linkedin.com and add your basic information.
2. **Complete your profile and work experience** - your LinkedIn account is like an online portfolio/resume so be thorough and accurate.
3. **Upload a professional headshot** - your headshot does not need to be studio quality, but it shouldn't have your dog in it either. Be sure that your picture is clear, preferably a head and shoulders shot, and fills the frame. Last, but not least, smile.
4. **Connect and grow your network** - add friends, colleagues, faculty/staff, current and former supervisors and ask for recommendations.

Still need assistance? Stop by the career office to have a career staff member review your profile.