



Summary

Objective: completely revamp your existing LinkedIn profile, or build a **new** profile if you do not currently have a presence on LinkedIn.

Timeline: all work is completed in an average of 2 business days.

Prerequisite: A professionally prepared resume is a prerequisite to building your LinkedIn Profile.

- Your LinkedIn package will be billed in full at the time of order.
- This ensures the continuation of service in a timely manner, as I must assist new clients as they request services and pay their invoices.
- Username and Password to your LinkedIn profile, to allow buildout and editing. I'll show you where to change the password once we've completed training.

Cost: \$125

Upon completion, you will take part in training session via conference call and screen-sharing. We will completely walk thru your new LinkedIn page.

The goal of this session is to:

1. Review each section of your new LinkedIn landing page.
2. Educate you on how to build your professional network.
3. Learn how to "follow" companies and why this is important!
4. Understand how to get and give skill endorsements – and how this will impact your future career.
5. Learn how to get and give recommendations.
6. Open your new profile to recruiters and headhunters that are searching for candidates with your education, skills, and knowledge.
7. Customize banner and header.
8. Provide guidance on your photo for LinkedIn.
9. Customize all settings: communications, privacy, and career search.
10. Customize the URL to your LinkedIn Profile.
11. A training document is provided for future reference.