INdorsed Career Ready Graduate
Checklist for a Completed LinkedIn Profile

☐ Craft an informative profile headline
☐ Display an appropriate photo
☐ Claim your unique LinkedIn URL
☐ Develop a professional summary statement
☐ Experience section completed
☐ Education section completed
☐ Select Skills & Expertise you know about—contribute to the strength of your profile
☐ Join at least 1 group related to the career you want to pursue
☐ Connect to at least 5 people
☐ Follow at least 1 person or company

CHOOSE ONE:

☐ Ask for at least 1 written statement of recommendation from a connection & write a statement of recommendation for at least 1 connection

OR

☐ Endorse at least 5 connections to maintain your network and validate their strengths

The names of those I endorsed include:
1. ________________________________
2. ________________________________
3. ________________________________
4. ________________________________
5. ________________________________