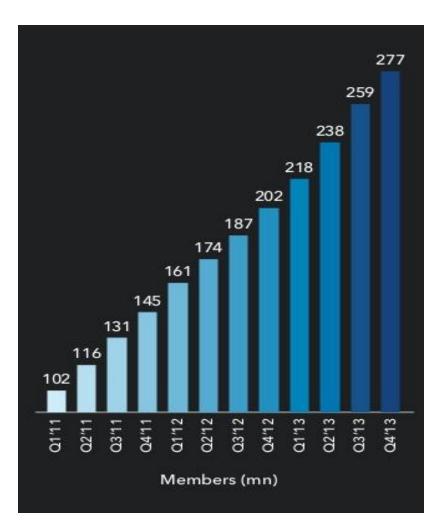


#### Veterans Employment Services

Doug McKenzie <u>doug@aspirationalcoaching.com</u> <u>linkedin.com/in/renewabledoug</u>

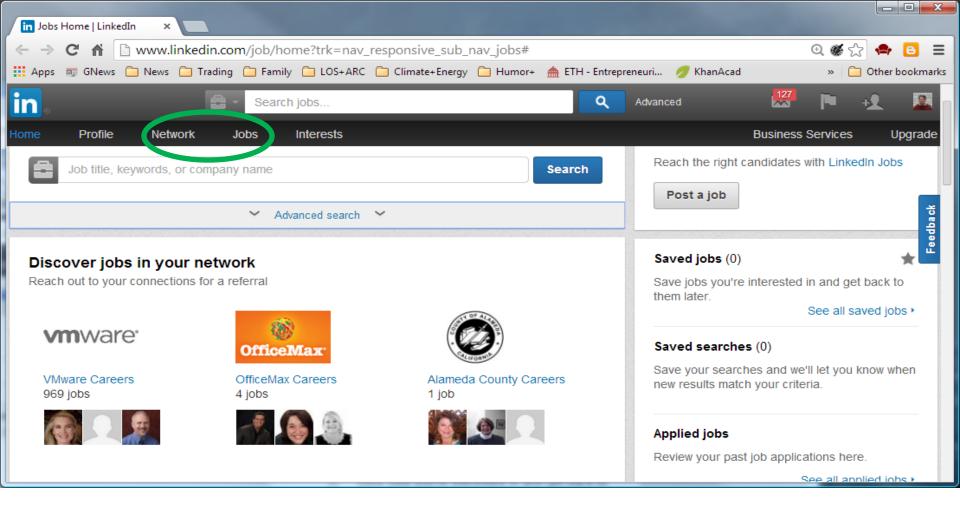
April 25, 2014

- Quick Survey of LinkedIn Services
- Driving LinkedIn

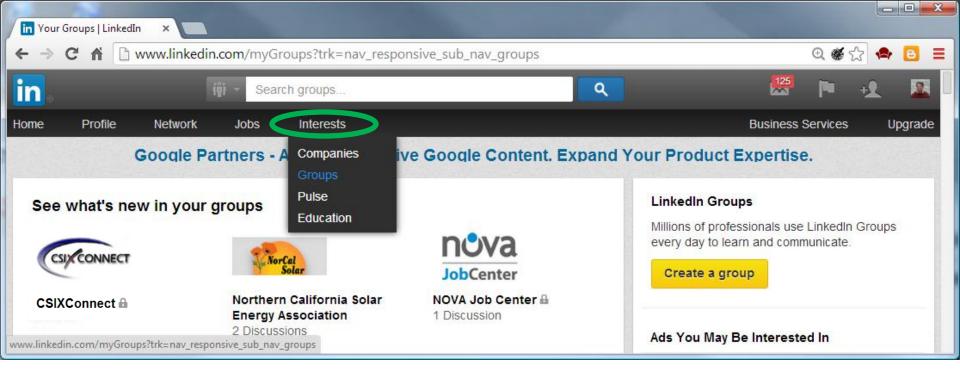


in (5) Welcome!   LinkedIn × 👦 Google News ×	
← → C f www.linkedin.com/home?trk=nav_responsive_tab_home	@, ∰ 숫 🖨 😑 🚍
Apps 🗊 GNews 🗋 News 🗋 Trading 🗋 Family 🗋 LOS+ARC 📋 Climate+Energy 🦳 Hur	umor+ 🏯 ETH - Entrepreneuri 🥖 KhanAcad » 🗋 Other bookmarks
Search for people, jobs, companies, and more	Advanced 🔀 🍽 🕂 🔛
Home Profile Network Jobs Interests	Business Services Upgrade
Investment Bank BootCamp - 4 Week I-Banking, PE and Va	aluation Training by Sr. Bankers, \$217 Billion+
Fascinating update	Doug, new offer from × LinkedIn From LinkedIn Talent Solutions - Recruit smarter with LinkedIn
Count: 18	
Share with: Public + Twitter (@RenewableDoug)	Share People You May Know
See 5 new updates	All Updates - All Opdates - Connect
Pulse recommends this news for you     Who Are You Comparing Yourself To?     Jim McCarthy on LinkedIn - Are you compto Mark Zuckerberg, Sheryl Sandberg or Stevbringing you happiness? Most     9m	Recent
	All Updates Connections Marvin Hamon, Principal, × Professional Electrical Engineer, Connect
	Shares See more »
Buffett Overtakes Slim as World's Second-Richest Person	Groups Ads You May Be Interested In
bloomberg.com - 1h	Profiles Are You A Partner?
'Visible and Engaged': Women on Breaking Into the Tech Ind entrepreneur.com - 8h	Apply to Worldwide Who's Who and expand your online networking.
	Your Updates
"Doctor"? "Instructor"? "Professor Staff"? College Students What to Call Teachers Anymore www.linkedin.com/home?trk=nav_responsive_tab_home#	Customize » Investment Bank BootCamp 4 Week I-Banking, PE and Valuation Training

- Home: Read/Share updates (auto-forward through Twitter)
- **Profile**: View/Edit your profile

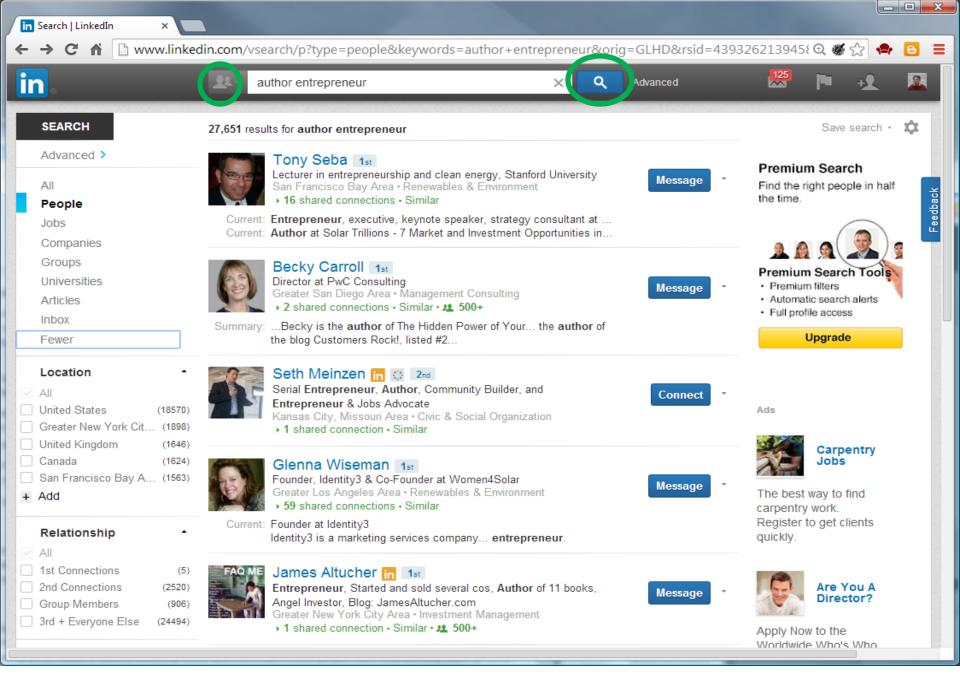


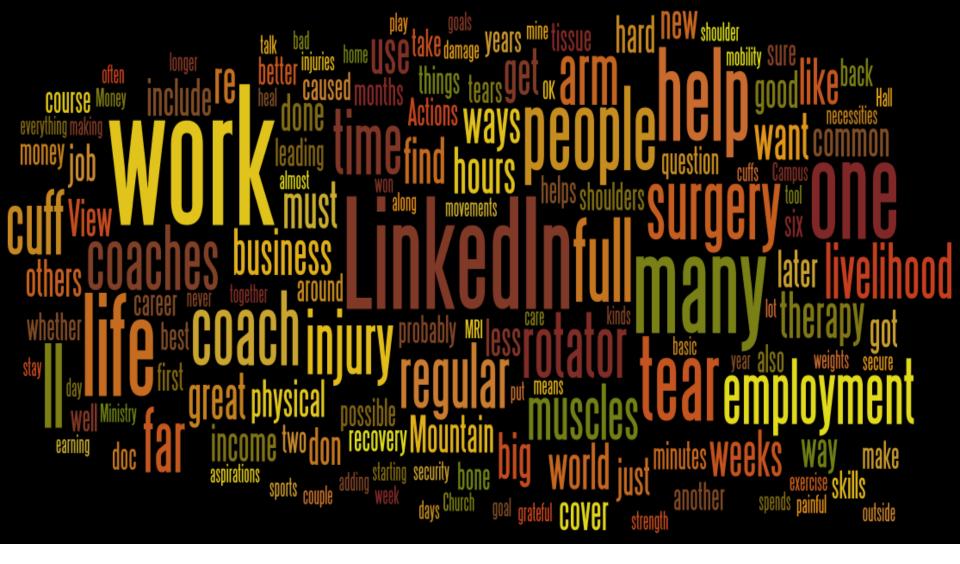
- Network
  - Search/Sort/Tag/Filter/Import your connections/contacts
  - Find where alumni from your schools work (helpful tool!)
- Jobs: LinkedIn-network-related job postings; research companies; post a job



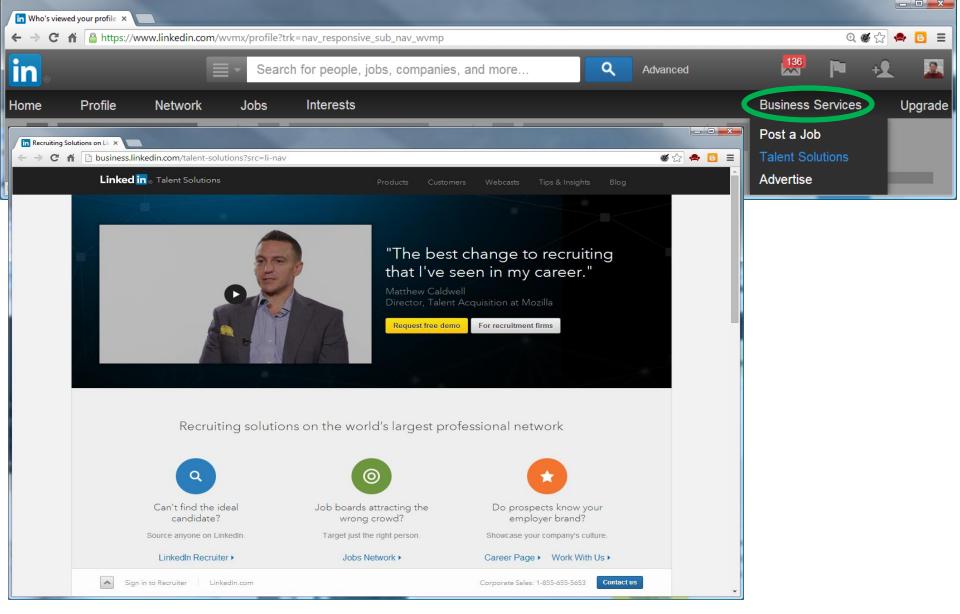
- Interests
  - Companies: Updates from followed and/or similar companies; create your company page
  - Groups: Participate in your groups (discussions, search, members); create a group
  - Pulse: "The news and insights you need to know"
    - Your News, Influencers, Channels, Publishers
  - Education: Education/School-focused portal into LinkedIn's services
    - For you, prospective students, students, alumni, schools, employers

4/25/2014

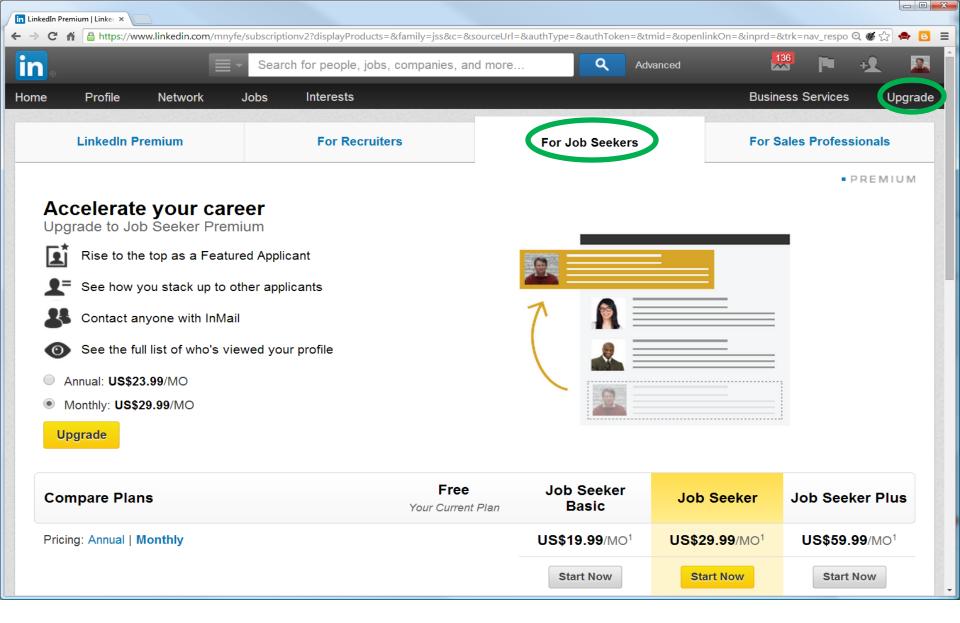




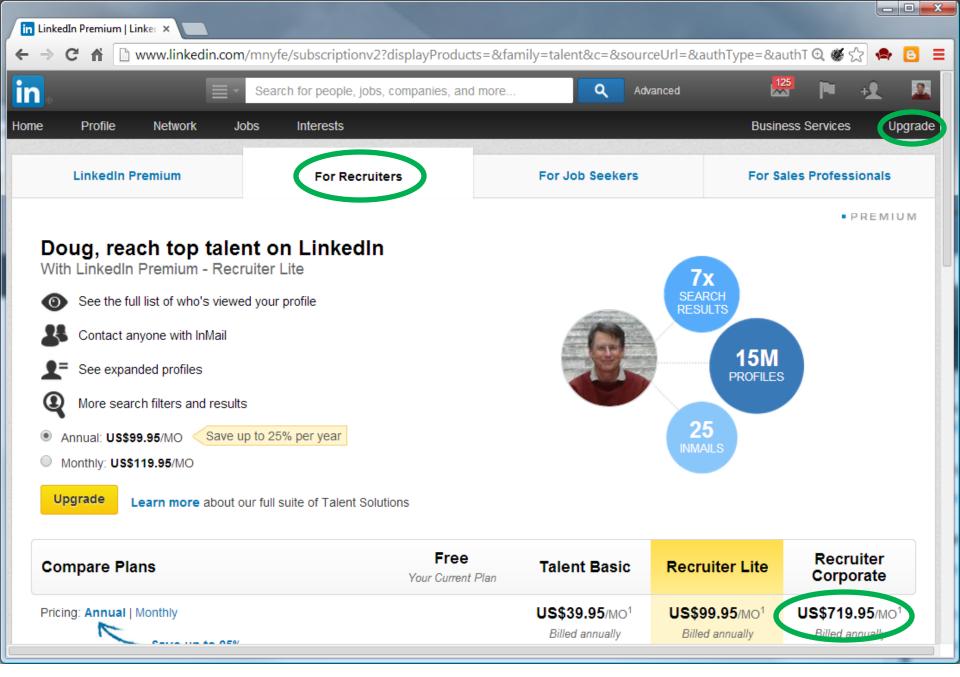
• Word cloud of <u>AspirationalCoaching.com</u> from wordle.net (free)

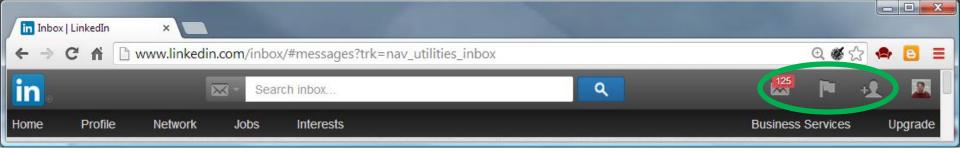


 Business Services: Post a job, Advertise on LinkedIn; Talent Solutions: Advertisements for recruiter premium accounts 4/25/2014
LinkedIn Strategies - Doug McKenzie



• **Upgrade**: Compare features and prices of 12 different premium account types

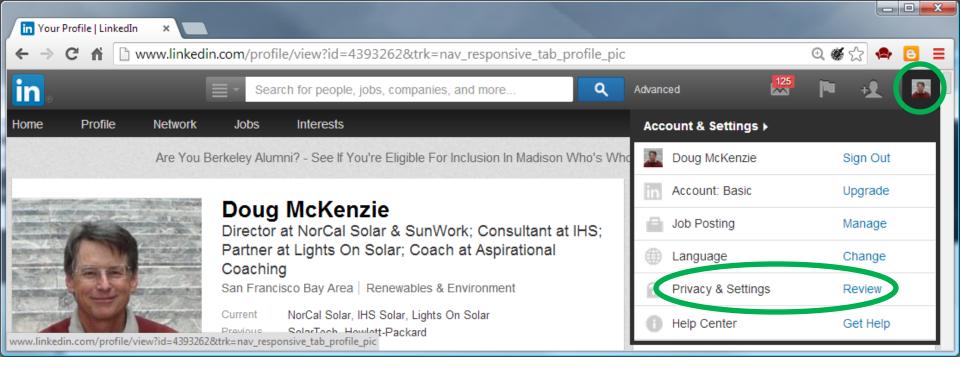




- Invitations: LinkedIn email, invitations sent/received
- **Notifications**: Newest-first list of your new connections, endorsements, comments on your postings, ...

in Import Contacts and Invite ×			
← → C ↑ https://www.linkedin.com/fetch/importAndInviteEntry?trk=nav_utilities_ad	dd_connx		@ 🕷 😭 🚔 🕒 ≡
Search for people, jobs, companies, and more	٩	Advanced 🧏	
Home Profile Network Jobs Interests		Add Connections	$\smile$
See Who You Already Know on LinkedIn	Manage	Invite your contacts	
M 🔯 🙆 🍇 Aol. 🔛		Quickly find people you may know by searching your email contacts:	
Gmail Yahoo! Mail Outlook Hotmail AOL Any Email		M 😵!	•
Get started by adding your email address. https://www.linkedin.com/fetch/importAndInviteEntry?trk=nav_utilities_add_connx		Gmail Yahoo!	Hotmail Other

• Add connections: LinkedIn wants access to your email accounts

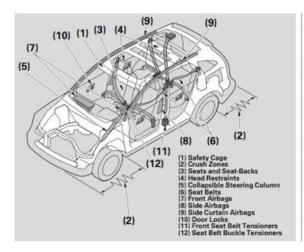


- Account and Settings
  - Profile
  - Communications
  - Groups, Companies & Applications
  - Account

#### Set your Privacy Controls!

LinkedIn Help

# Quick Survey of LinkedIn Services Driving LinkedIn



Your Vehicle's Safety Features

Your vehicle is equipped with many features that work together to protect you and your passengers during a crash.

Some features do not require any action on your part. These include a strong steel framework that forms a safety cage around the passenger compartment, front and rear crush zones, a collapsible steering column, and tensioners that tighten the front seat belts in a crash.

However, you and your passengers can't take full advantage of these features unless you remain sitting in a proper position and *always wear your seat belts*. In fact, some safety features can contribute to injuries if they are not used properly.

The following pages can take an active ro yourself and your pa

#### "Survey of Services" is like an owner's manual (how does it work?)

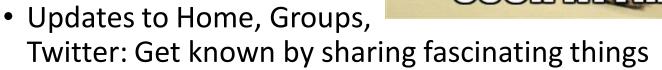
"Driving LinkedIn" is like driving the car (how do you maneuver it?)



### Attracting / Targeting / Confirming / Actions

Attract the interest of employers

- Get an "All-Star" Profile: Check Profiles of recruiters and do what they do
- Connections: Get many
- Use Keywords
- Recommendations: Get at least a few
- Endorsements: May not help much, but can't hurt





#### Attracting / Targeting / Confirming / Actions

Target organizations & individuals

- 1. Research/choose organizations and positions where you'd love to work
- 2. Find your existing connections and the people surrounding your preferred jobs at these organizations
- 3. Find their email addresses
- 4. Strategically, email and then meet with them to assess the position, organization and culture
- 5. Work your way toward hiring managers



#### Attracting / Targeting / Confirming / Actions Will people assessing you confirm your qualifications?

- Does your Profile conflict with your resume?
- Are you who & what & all that you claim to be?
- Are your objectives & qualifications clear?

Does your Profile lead

- clearly from your past into your chosen future?
- Will recruiters feel safe when they forward your resume?

### Attracting / Targeting / Confirming / Actions Actions to take

- Headline: OK to show multiple positions (120 char. limit)
- **Summary**: Fill in gaps, describe synergy of diverse career paths, assert expertise gained before listed positions, add a link or file
- **Experience**: More job titles/keywords, no ancient history, goldilocks amount of text per job, add volunteer experience
- Groups: Join lots of groups, check privacy and digest settings
- Recommendations: Should have at least 3
- Interests: Add some for being found (keywords)
- Profile Review: Ask friends/connections/coach

## Attracting / Targeting / Confirming / Actions

Actions to be careful about taking

- Multiple Profiles: Against LinkedIn's User Agreement (UA)
- Making your email visible to all (outside your network): Against LinkedIn's UA
- LinkedIn wants to search your email accounts to suggest possible connections
- Accept all invitations to connect?
- Upgrade to Premium? LinkedIn wants you. Prices and features vary widely - see handout for links comparing Premium services



