Creating a LinkedIn Profile

LinkedIn is an online networking website that can help you grow your professional network, connect with former colleagues, and find job opportunities, among many other benefits. Follow the steps below to make your own LinkedIn page and join the CAST Alumni LinkedIn Group.

Making A LinkedIn Page*

1. Visit the LinkedIn sign-up page
2. Type your first and last name and email address. Enter a password if prompted to do so.
    a. Note: You must use your true name when creating a profile. Company names and pseudonyms are not allowed, as we explain in our User Agreement.
    b. Do not use an email address that is associated with an office, position, or task, such as "marketing@company.com" or "sales@business.org."
3. Click Join now.

Completing your Profile

- Upload a high-resolution, professional photo (starting at waist, or shoulders up to the head).
- Upload a background photo to your profile, could include your contact, or a photo from your company, school, etc.
- Add an “About” section- keep it short and to the point.
- Add your “Experience”- list each position you have had, where it was, and how long you had it.
- Add your “Education” - list each school you have attended, major (if applicable), when you attended, etc.
- If applicable, you can also add volunteer experience, and projects you have created in those sections as well.
- Start making connections and adding people you know to build your network!
- Visit the Help Center for questions and troubleshooting

Join the CAST Alumni LinkedIn Page!

- Join the group here
- This space is for all CAST Alumni to stay connected with each other as you navigate through your professional career!
- Feel free to share posts, comment, and interact with one another, this space is for you!

*Instructions adapted from LinkedIn Help Page