



LinkedIn

MAKEOVER

COURSE

WORKSHEET



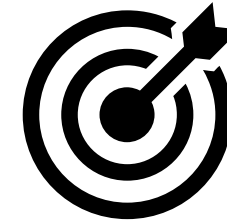
Hello,

Glad to have you download my networking guide designed as part of the LinkedIn Makeover Online Course!

This worksheet serves as a guide on how to network successfully and strategically on LinkedIn that will give you optimal result!

Let's get started!!!

Networking Goals

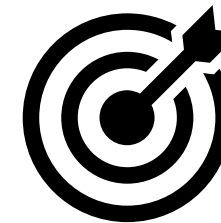


**Define your goals / objectives? Answer the questions below,
What do I want to achieve in my career in the next 3-5 years?**

What is my purpose for networking on LinkedIn/What do I want to achieve?

What industry/ field/ specialization do I want to build networking in?

Networking Goals



Define your goals / objectives? Answer the questions below,

List area(s) I want to be known for and what are the reasons?

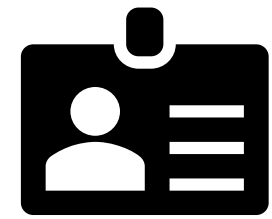
List of companies / recruiters / persons in my target audience?

Networking Planner Guide



Initiatives/Specific activities	When	Frequency	Measurement	Remarks
Elevator Pitch/Introduction				
Contents Sharing				
Insights/Information /Interests				
Questioning				
Others				

Elevator Pitch Guide



Template to develop your winning summary that creates excitement during networking

Tip 1: Introduction / Salutation/ Compliments

Clue: Hello, Give them personal compliments or recognition to their organization

Example;

Since connecting with you, I spent a great deal of time looking up your company, and I am indeed blown away by you, your team, and most of all, your company.....

Tip 2: State who you are

Clue: Your personality, interests, talents, strengths

Example;

I am a finance enthusiast with strong interest in financial analysis and passion for business reporting.....

Tip 3: State the values you offer

Clue: Your skills, expertise, specialization

Example;

I have used by finance skills to achieve monthly financial report to help my organization focus on key business indices.....

Tip 4: State your brief story

Clue: Your experience, exposure, positions, achievements

Example;

Recently, I have moved into a higher role due to the achievements I have helped my organization in.....

Tip 5: Close.....

Clue: With a question, request, ask their opinion or views

Example;

I'd love to chat more about your company and tell you how I could help.....

Great to meet you.....

Coach Lara is a human resource executive with over 12 years experience spanning across various areas in HR. She is also a certified coach who is passionate about helping young professionals discover their innate potentials and to identify their best fit careers.

She offers her local and global expertise to help groom young professionals through her career coaching online courses.

She established Solution Expert, based on her quest to be solution-driven.



MY COACHING OFFERINGS