

COMPUTER CLASS

Social Media: LinkedIn

Sunday, October 29th 10:00 a.m. - 4:00 p.m. Franklin Jamatkhana Social Hall 220 28th ST NE Fee for this All Day Information Session is \$20.00 Course Outline

- What is LinkedIn
- Importance of LinkedIn to professionals and students
- Creating a LinkedIn profile
- Optimizing your profile
- Adding resume to your profile
- Job search
- Messaging on LinkedIn
- What are in mails
- Types of LinkedIn profiles
- Do's and Don'ts of LinkedIn

- Joining groups and following companies on LinkedIn
- Boolean through linked in
- Boolean search through google
- Messaging non-connections
- Networking online
- Job search tool
- Writing to be heard on LinkedIn
- Using external resources for employment

For more information and to register e-mail: epb.crcprairies@iicanada.net or epb.crc@gmail.com Phone or Text: Zull Punjani (403) 689-8584 **Please see the electronic Al-Akbhar or visit the

ICARE desk for a detailed course outline**