

## LinkedIn Profile Peer Review Template

**To:**

**From:**

**Date:**

**Subject:**

**LinkedIn URL to profile:**

### **Initial Impressions:**

- Does the profile read professional?
- Are all areas completed?
- Are there any objectives?
  - Audience
  - Goals

### **Profile Photo:**

- How clear is the photo?
  - Background
  - Distance
  - Focus/Centred
- Professional setting and attire

### **Headline:**

- Is there a target audience?
- Does it include enough information to potential recruiters?
- Is it in line with possible career objectives?

### **Summary:**

- How is the style and tone?
  - Professional & personable
- Does it lay out objectives?
  - Passions, career
- Include current occupations?
- A brief summary of some main skills?

### **Experiences and Education:**

- How does it read?
  - Chronological, organized, clear
- Is it inclusive of all experiences and education?
  - Well-rounded
- Are all areas filled in?
  - Date, full title etc.
  - Listed responsibilities, possible skills picked up or developed

**Skills and Endorsements:**

- Are hard and soft skills included?
- Are some relevant to the objectives?

**Accomplishments:**

- Do they promote the professional profile and goals?
- Are they informative?

**Overall Final Thoughts:**

- How is the overall read?
  - Tone, organization, clarity
- Which sections could be expanded upon more?