

LinkedIn Profile Peer Review Template

Date: [Date]

Peer Reviewer: [Name and Title]

Author: [Name and Title]

Subject: Peer Review of [Name of a person whose profile is reviewed]

LinkedIn Profile Link:

Introduction

- A short friendly address to the person whose profile is reviewed.

First impression

- An impression after the first reviewing of the profile.
- What is the most outstanding section of the profile?
- Does the profile includes all-important LinkedIn sections?

Profile and Background Picture, Title Box

- Is profile main picture responds to these criteria:
 - professional, presentable and made in professional attire.
 - appropriately framed and high quality.
- Does a cover photo distract from the profile photo; balance between two pictures.
- Does the title box include information for targeting prospective employers?

Summary

- The content and general length of the section.
- Does this section characterize the person from personal, professional sides and attractable for potential employers?
- Describing career goals.

Work and volunteer experience

- In what order woes experience listed (chronological/functional).
- Does each work experience include dates, positions, and summaries of each experience?
- How does previous experience related to future employers?

Education and Courses

- Listed in chronological order.
- Including courses relevant to career objectives if possible.

Skills, Accomplishments, and Interests

- Number and relation of keyword skills and interests to career goals.

Connections

- Number of connections.
- Connections with relevant groups and associations.

Grammar and spelling accuracy

- Grammar errors and misspellings.

Conclusion

- Overall impression after reviewing the profile.
- Suggestions on how to refine the profile.
- An amicable final sentence with mentioning possible further contact in the case of questions/suggestions.