**LinkedIn Peer Review Template**

To: Team member name, position

From: Team member name, position

Date:

Subject: Peer Review of [name]’s LinkedIn Profile

**First Impression**

Immediate thoughts?

Is the profile professional? How does it look?

**Headline, Photo and Summary**

Is there a professional photo?

Does the headline say the most recent position?

Does the summary outline the objective and show a bit of personality?

**Experience**

Do all experiences list position held, dates and give a brief summary of the role?

Are experiences listed chronologically or functionally?

**Education**

Are all educational institutes listed in chronological order?

Is the level of education stated as well as specialization?

Are the dates at each institution specialized?

**Endorsements**

Are the endorsements relevant to the desired field?

Do they make sense with regards to previous experience?

**Grammar and Punctuation**

Are there any major grammatical errors?

Does the profile make sense?

Does the profile have a professional tone?

**Conclusion**

What are the strengths and weaknesses of the profile?

Suggestions for further improvement?

Final thoughts.

**Link to LinkedIn Profile:**