

Reviewer:

Reviewee:

Date:

Subject of the Peer Review:

First Impressions

1. Outline initial impressions on the profile, with attention to design and layout.
2. Does the profile reflect best practices found through research?
3. Are there any sections that are lacking in detail, or otherwise do not fit with the rest of the profile?

Introduction

1. Is the introduction properly filled out with all relevant details included?
2. Does the introduction include a profile picture?
3. Is the picture an appropriate headshot, providing a clear image of the reviewee's facial features (i.e. similar to a passport photo)?
4. Is the photograph 400 pixels by 400 pixels?

Summary

1. Is an 'About' section included as part of the LinkedIn profile that includes a general summary of objectives and skills?
2. Does the summary present the reviewee in both a personable and professional light?
3. Does the summary indicate that the reviewee has accessed their skills and aptitudes by identifying their personal assets as a job applicant?
4. Is the summary "eye-catching," offering some insight into the reviewee's personality?

Background and experiences

1. Does the reviewee list experiences in a logical order based on relevance or the most recent position held?
2. Are experiences appropriately separated between professional experiences and volunteer experiences?
3. Does reviewee include a brief description of the job and key responsibilities that were a part of the role?
4. Are experiences expanded upon in a way that highlights specific examples of what the reviewee achieved while acting in that role?

Education

1. Does the education section show all credentials earned from accredited schools?
2. Are the specific areas of study indicated?

3. Are dates of education for each credential shown, including prospective dates for graduation?

Licenses and certifications

1. Does the profile include any licenses & certificates? (Optional)
2. For any licenses or certificates included, are they relevant to the general theme of the profile?

Skills and endorsements

1. Does the profile include skills relevant to the general theme of the profile?
2. Are there a sufficient number of skills listed? Five or more that fit with the overall theme?
3. Does the reviewee have any endorsements from coworkers/supervisors?

Accomplishments

1. Does the LinkedIn profile feature any key accomplishments falling under one or more of the following sections: publications, patents, courses, projects, honors, test scores, languages, organizations, awards?
2. Are the accomplishments relevant to the job objectives outlined in the summary?
3. Do the accomplishments elevate the reviewee's LinkedIn, painting them in a flattering light?

Grammar and spelling

1. Is the profile free of spelling and grammatical errors?
2. Is the information provided presented in a clear and concise manner?
3. Is the information presented in a way that makes complex material more digestible?

Conclusion

1. Conclude by commenting on the overall profile
2. Provide a summary of actionable recommendations in bullet form

Profile Link: Provide a link to the reviewee's LinkedIn Page

Template Link: Provide a link to this peer review template