LinkedIn Peer Review Form

Person Obtaining Review: Joyce (Shih-Chun) Huang
Person Giving Review: Joanne Ho
Date: June 21, 2016

ASSIGNMENT REQUIREMENTS

- ☑ Summary indicates objectives
- ☐ Summary includes skills
- ☑ Work and Volunteer experiences (in chronological order or as functional list)
- ☑ Completed Education section
- ☐ Completed Projects section
- ☐ Completed Courses section

FIRST IMPRESSIONS

From the first few glances of your profile, I can already tell that you have had a good amount of past experiences. Your descriptions of each experience are quite detailed, which may or may not be beneficial to your profile (please refer to "Content" section of my review). However, even though the descriptions are quite lengthy, your bullet-point system is effective in guiding the viewers to a complete list of your accomplishments. The sections outlining your experiences are extremely thorough and I can tell that you have put a great deal of thought into the descriptions. Despite the effort you put into the Experiences section, you have missed two important sections that were required to be included in this week's assignment: Projects and Courses.

CONTENT

Summary	**Strengths:** By opening your summary with your objective, viewers know exactly what you are currently seeking for. I also liked that you talked about how you became interested in programming and what you accomplished after you discovered your passion; this makes your profile much more personable and genuine. **Areas of Improvement:** Even though you stated that your objective is to "seek a co-op position", which is not incorrect, please keep in mind that many other potential employers will also be viewing your profile – not only those

	who are looking to hire co-op students. I suggest that you make your objective slightly less specific so that you won't be limiting your potential employers to only those who are looking to hire co-op students. Even though you stated that you are "highly self-motivated and a fast learner", you did not outline any solid technical skills that you have. A suggestion is to elaborate on your level of efficiency in using Python, as you mentioned in your summary. Another suggestion is to list out all the programming languages you are familiar with in bullet-form, as it is quite difficult to tell what your key areas of expertise are at first glance.
Experiences	**Strengths:** Your large number of work and volunteer experiences are highly advantageous, as they show that you are competent in your profession. By including quantified results in your position at Amnesty International USA, your accomplishments are more supported and reliable. The bullet-point system used to describe each section is effective in being concise about your completed tasks. Because I was unfamiliar with some of the organizations you were a part of, I found that your brief descriptions of the organizations are useful in giving me a quick idea of what kind of company they are and what they actually do. **Areas of Improvement:** Even though using bullet-points to list your tasks is effective, I would suggest using a maximum of three bullet points per description so that you do not overwhelm the viewers with every little detail as they skim through your profile. I found that in some of the descriptions, two points you listed could actually be used together as a single point. For example, the first two points in your description of Amnesty International USA both say that you "signed up members"; Stating this twice is redundant and confusing to the viewers. Instead, please consider ways you could re-organize your thoughts so that the points are more concise. Also, please consider refining the points you decide to include in your descriptions so that it only includes information that employers are interested in. For example, you do not need to specify your work hours of 7 – 3pm at the Eslit Bookstore, as employers are likely not

	interested in this information. I would also suggest describing each viable point you make with more detail, as many of the points you make are rather vague. For example, by simply stating "Raised the public awareness on human rights issues", readers will not know what you exactly did – *how* exactly did you raise public awareness? What were the results of your actions? What did this accomplish?
Education	**Strengths:** This section is concise, well organized and does not require any changes to be made.
Courses	*This section was not completed, as per the assignment requirement.*
Projects	*This section was not completed, as per the assignment requirement.*

MISCELLANEOUS

Layout and Consistency	**Strengths:** The layout of your profile is well organized with experiences listed in reverse-chronological order. Each section provides a good list of your accomplishments in a bullet-point list, which guides viewers effectively. **Areas of Improvement:** Even though you put in a great deal of details in the description of each experience, I found the layout and format between each section to be highly inconsistent. This became quite bothersome as I read through each section, as I did not know what to expect next. One of the strengths I pointed out earlier was in regards to your brief descriptions of the organizations under the listed experience, such as for ESCR-Net / Red-DESC. However, these descriptions were not present in all of the experiences you listed. For example, I wasn't sure why you didn't also give a description for Amnesty International USA and The Permanent Mission of Tuvalu to the United Nations. A description for such organizations would also give viewers a better idea of your previous employment. Another aspect to take into consideration is the consistency in the format of each listed experience. Please consider organizing your

		experience at Stuyvesant High School using bullet-points as well, as this is the only section without bullets used. Please also consider putting your brief description of AIESEC Poland before listing out your tasks instead of after, so that it would be consistent with the format of Ladies Learning Code and Washington D.C. Government. Also, pay attention to the spacing between each line so that the amount of blank space between each line is consistent. Currently, the bullet-points under "Experience" are more spaced out than the bullet-points under "Volunteer Experience & Causes".
		I also spotted many inconsistencies between past and present tense used in the descriptions of your different experiences. For example, you would describe your experience at Amnesty International USA using past tense, but use present tense for your work at The Permanent Mission of Tuvalu to the United Nations even though you no longer work at either of these organizations. Please use past tense for description of all past experiences, and present tense for all currently ongoing experiences.
Grammar		**Strengths:** No spelling errors were made. **Areas of Improvement:** As mentioned in the previous section, please make sure to be consistent with the tense you use throughout your profile. Ongoing positions should be kept in present tense, while past positions should be mentioned using past tense. Several grammatical errors are spotted in your summary. The first error spotted is a subject-verb agreement in the first sentence – instead of "who are seeking", you should write, "who is seeking", as you are referring to yourself. In the second paragraph, please avoid starting your sentence with "And", as it is unnecessary. Please reword "I started gain interests in web development" to "I became interested in web development". I am not sure what you meant by "there are so many possibilities and diversities that I can present a website" – please clarify and reword this statement. In the last paragraph, "opportunity" should be in plural. Please pay more attention to grammatical errors made throughout the descriptions of your experiences when going back to edit your profile.

Tone of voice	**Strength:**
	The tone of voice used in your summary is personable, yet professional. The descriptions of your experiences are also professional and concise, with no jargons or overcomplicated vocabulary. No improvements need to be made with regards to the tone.

FINAL COMMENTS

Thank you for putting together your LinkedIn, Joyce. From your profile, I can tell that you have had an impressive amount of experience with regards to political science and advocating for human rights. However, because your current objective, as stated in your summary, is to seek a position in the field of computer science, please consider tailoring your profile and descriptions so that it reflects experiences the employers of the technology industry would be interested in.