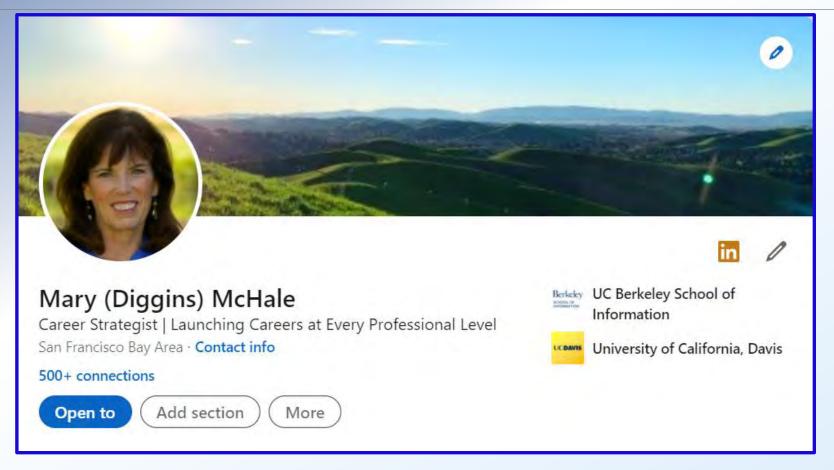
LinkedIn Privacy Tips and Tricks to Get You Noticed!

Mary McHale, M.ED MICS Career Advisor

Your Presenter: Mary McHale, MICS Career Advisor





Agenda

- Why LinkedIn?
- Privacy and the Bots
- Brand You!
- Key Profile Components
- Networking



What is LinkedIn?

The world's largest professional network

830M+

Members worldwide

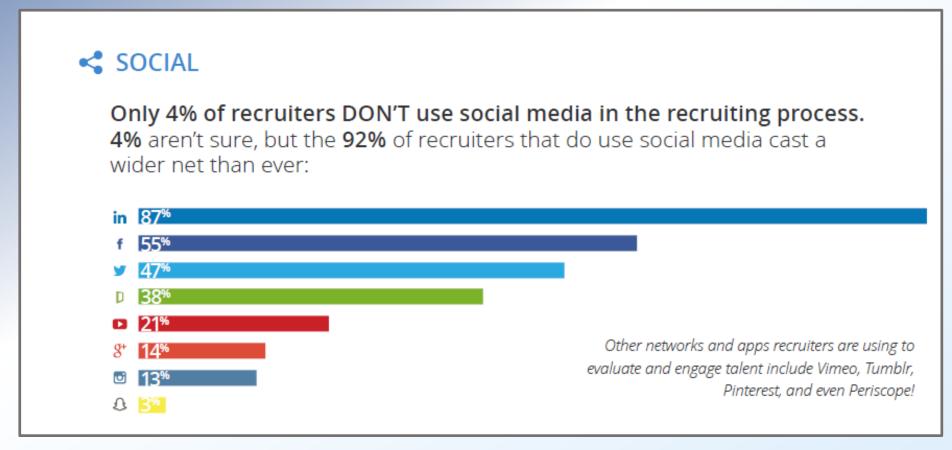
Growing at more than two members per second

1B Interactions per month





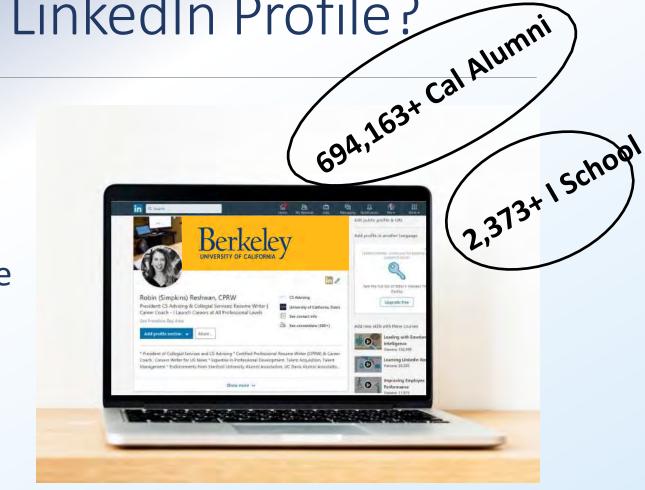
Hiring Trends





Why do I need a LinkedIn Profile?

- Showcase skills
- Build your network
- Potential career opportunities
- More comprehensive than a resume
- Displays engagement
- LinkedIn Learning
- Access LinkedIn



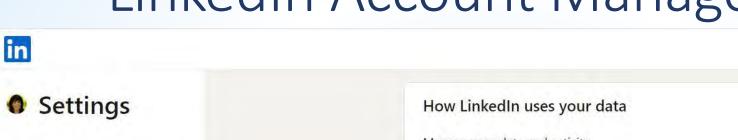


Privacy on LinkedIn



LinkedIn LIVE

LinkedIn Account Management



- Account preferences
- Sign in & security
- Visibility
- ☑ Communications
- Data privacy
- Advertising data

Manage your data and activity	
Get a copy of your data	0.1.3
Salary data on LinkedIn	10
Search history	
Personal demographic information	
Social, economic, and workplace research	Off

Job seeking preferences		
Job application settings		\rightarrow
Share your profile when you click Apply for a job	On	\rightarrow
Signal your interest to recruiters at companies you've created job alerts for	Off	\rightarrow
Stored job applicant accounts		\rightarrow



Account preferences Sign in & security Account access Visibility Communications Data privacy

Advertising data

Have questions?

Visit Help Center

Account access

Settings to help you keep your account secure

Email addresses

Add or remove email addresses on your account

Change

6 email addresses

Phone numbers

Add a phone number in case you have trouble signing in

Change

1 phone number

Change password

Choose a unique password to protect your account

Change

Last changed: March 28, 2019

Where you're signed in

See your active sessions, and sign out if you'd like

Change

10 active sessions

Devices that remember your password

Review and control the devices that remember your password

Change

Activaderice in

Go to Settings to

Change

Two-step verification



Account Access

Account preferences	Account access	
Sign in & security	Settings to help you keep your account secure	
Account access	Email addresses	Change
Visibility	Add or remove email addresses on your account	6 email addresses
	Phone numbers	Change
Communications	Add a phone number in case you have trouble signing in	1 phone number
Data privacy	Change password	Change
	Choose a unique password to protect your account	Last changed: March 28, 2019
Advertising data	Where you're signed in	Change
Have questions? Visit Help Center ☑	See your active sessions, and sign out if you'd like	10 active sessions
	Devices that remember your password	Change
	Review and control the devices that remember your password	Activade Win
	Two-step verification	Change

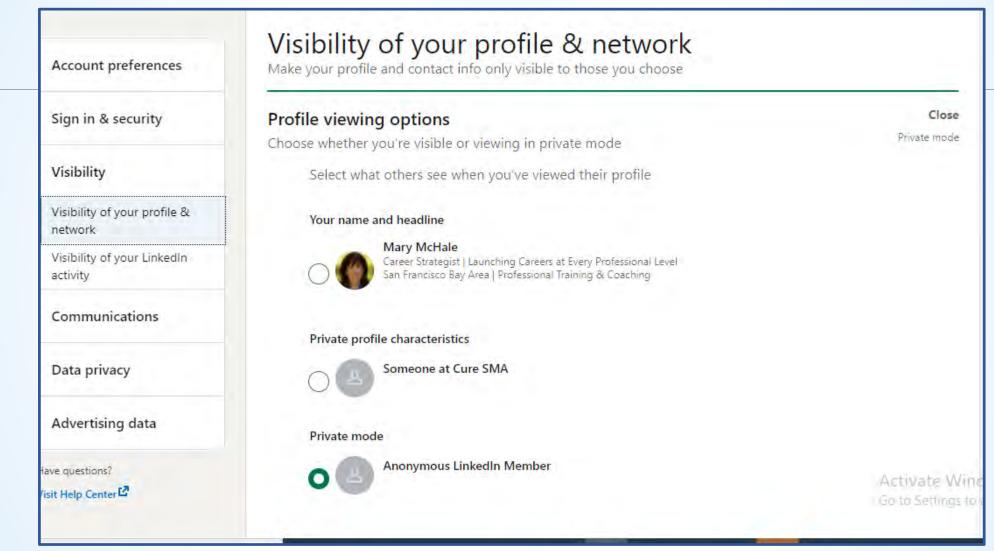


Profile Visibility and Network

Account preferences Visibility of your profile & network Make your profile and contact info only visible to those you choose Sign in & security Change Profile viewing options Visibility Private mode Choose whether you're visible or viewing in private mode Visibility of your profile & network Change Story viewing options Visibility of your LinkedIn Choose whether you're visible or viewing in private mode activity Change Edit your public profile Communications Choose how your profile appears to non-logged in members via search Data privacy Change Who can see or download your email address Choose who can see your email address on your profile and in approved apps Advertising data or download it in their data export Have questions? Who can see your connections Visit Help Center 🗗 Choose who can see your list of connections



Profile Visibility





Profile Visibility and Network

Account preferences	Visibility of your profile & network	
Sign in & security	Make your profile and contact info only visible to those you choose	
Visibility	Profile viewing options Choose whether you're visible or viewing in private mode	Change Private mode
Visibility of your profile & network	Story viewing options	Change
Visibility of your LinkedIn activity	Choose whether you're visible or viewing in private mode	
Communications	Edit your public profile Choose how your profile appears to non-logged in members via search	Change
Data privacy	Who can see or download your email address	Change
Advertising data	Choose who can see your email address on your profile and in approved apps or download it in their data export	
ave questions? isit Help Center ☑	Who can see your connections Choose who can see your list of connections	Activate W Go to prections



Profile Visibility and Network

in		Back to Linkedle
	Who can see your last name	Change
Account preferences	Choose how you want your name to appear	Full
	Representing your organization and interests	Change
Sign in & security	Choose if we show your profile information on other content shown on LinkedIn	Yes
Visibility		Change
Visibility of your profile & network	Profile visibility off LinkedIn Choose how your profile appears via partners' and other permitted services	No
Visibility of your LinkedIn	Manage who can discover your profile from your email	Change
activity	address	Everyone
Communications	Choose who can discover your profile if they haven't connected with you, but have your email address	
Data privacy	Manage who can discover your profile from your phone	Change
	number	Everyone
Advertising data	Choose who can discover your profile if they have your phone number	
lave questions?	Blocking	Change
Visit Help Center 🗗	See your list and make changes if you'd like	



People Also Viewed

in		Back to LinkedIn
Account preferences	Site preferences Manage your LinkedIn experience	
Profile information	Language	Change
Site preferences	Select the language you use on Linkedin	English
Syncing options		
Subscriptions & payments Partners & services	Content language Select a language for translation	Change
Account management Sign in & security	Autoplay videos Choose to autoplay videos in your browser	Change No
Visibility	Showing profile photos Choose to show or hide profile photos of other members	Change Everyone
Communications Data privacy	Feed preferences Customize your feed	Change
Advertising clata	People also viewed Choose if this feature appears on your profile	Change No.
Have questions? Visit Help Center	Unfollowed	Change
reley Information	See who you have unfollowed, and resume following if you'd like	

Time to Get Noticed

in		Back to Linked
Account preferences	Visibility of your LinkedIn activity Make sure your network only sees the activity you choose to show	
Sign in & security	Manage active status	Change
Visibility	Choose who can see when you are on LinkedIn	
Visibility of your profile &	Share job changes, education changes, and work	Change
network	anniversaries from profile	No
Visibility of your LinkedIn	Choose whether your network is notified	
activity	Notify connections when you're in the news	Change
Communications	Choose whether we notify people in your network that you've been mentioned in an article or blog post	Yes
Data privacy	Mentioned by others	Change
Advertising data	Choose whether other members can mention you	Yes
Have questions?	Followers	Change
Visit Help Center ☑	Choose who can follow you and see your public updates	Everyone



Time to Get Noticed

in		Back to Linked
Account preferences	Visibility of your LinkedIn activity Make sure your network only sees the activity you choose to show	
Sign in & security	Manage active status	Change
Visibility	Choose who can see when you are on LinkedIn	
Visibility of your profile &	Share job changes, education changes, and work	- Change No.
network	anniversaries from profile	No
Visibility of your LinkedIn	Choose whether your network is notified	
detivity	Notify connections when you're in the news	Change
Communications	Choose whether we notify people in your network that you've been mentioned in an article or blog post	Yes
Data privacy	Mentioned by others	Change
Advertising data	Choose whether other members can mention you	Yes
Have questions?	Followers	Change
Visit Help Center 2	Choose who can follow you and see your public updates	Everyone



Time to Get Noticed

in		Back to Linked
Account preferences	Visibility of your LinkedIn activity Make sure your network only sees the activity you choose to show	
Sign in & security	Manage active status	Change
Visibility	Choose who can see when you are on LinkedIn	
Visibility of your profile &	Share job changes, education changes, and work	- Change No.
network	anniversaries from profile	No
Visibility of your LinkedIn	Choose whether your network is notified	
detivity	Notify connections when you're in the news	Change
Communications	Choose whether we notify people in your network that you've been mentioned in an article or blog post	Yes
Data privacy	Mentioned by others	Change
Advertising data	Choose whether other members can mention you	Yes
Have questions?	Followers	Change
Visit Help Center 2	Choose who can follow you and see your public updates	Everyone

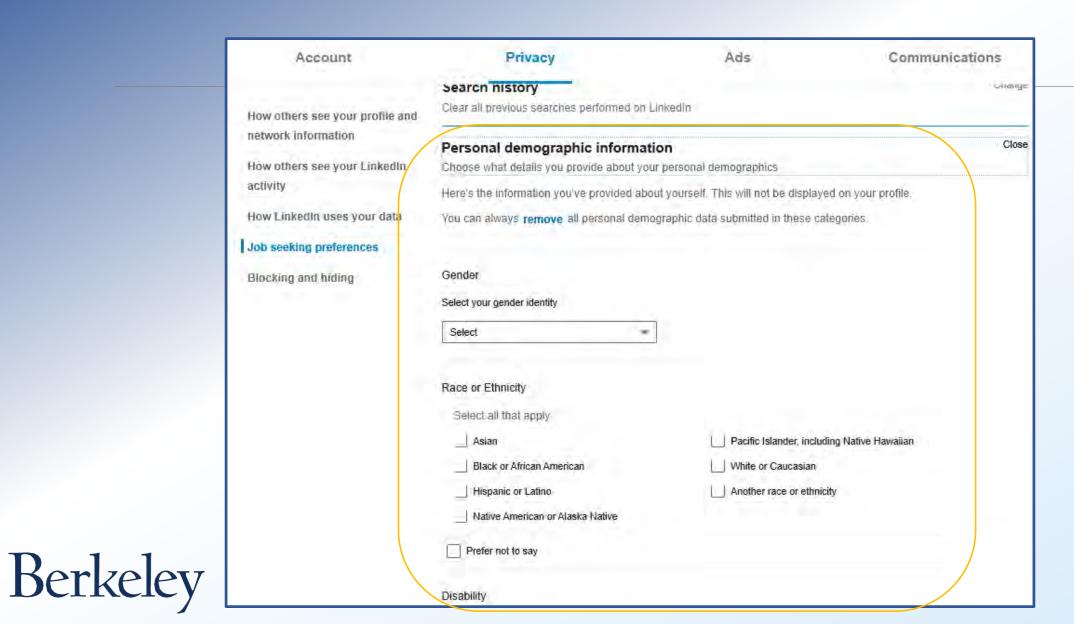


Data Privacy

Account preferences	Manage your data and activity	Change
Sign in & security	Review the data that you've provided, and make changes if you'd like	
100300000000000000000000000000000000000	Get a copy of your data	Change
Visibility	See your options for accessing a copy of your account data, connections, and more	
Communications	Salary data on LinkedIn	Change
Data privacy	See and delete your salary data	
How LinkedIn uses your data	Search history	Change
Job seeking preferences	Clear all previous searches performed on LinkedIn	
Other applications	Personal demographic information	Change
Advertising data	Choose what details you provide about your personal demographics	
Have questions?	Social, economic, and workplace research	Change
Visit Help Center ☑	Choose whether we can make some of your data available to trusted services for policy and academic research	No



How LinkedIn Uses Your Data

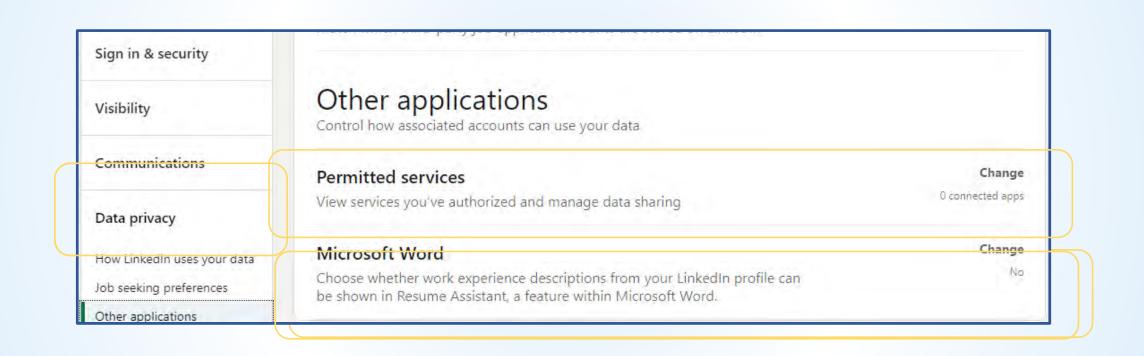


Job Searching Preferences

Account preferences	Job seeking preferences	
Sign in & security	Privacy controls for job seeking activity on LinkedIn	
Visibility	Job application settings Choose what information LinkedIn saves when you submit a job application.	Change
Communications	Sharing your profile when you click Apply	Change
	Choose if you want to share your full profile with the job poster when you're	Yes
Data privacy	taken off Linkedin after clicking Apply	
How LinkedIn uses your data	Commute preferences	Change
Job seeking preferences	Set commute times and get job recommendations based on your preferences	
Other applications		-
Advertising data	Signal your interest to recruiters at companies you've created job alerts for	Change No
	This will be applied for companies that you've created job alerts for	
ve questions? sit Help Center 🗗	Stored job applicant accounts	Activate Win
	Match which third-party job applicant accounts are stored on LinkedIn	Go to Setting 0 stored account



Data Privacy with Other Applications



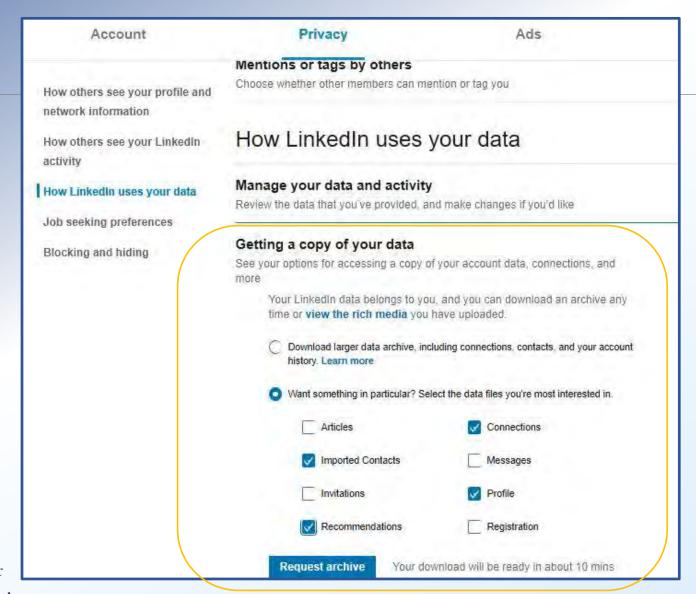


Job Searching Preferences

Account preferences	Job seeking preferences	
Sign in & security	Privacy controls for job seeking activity on LinkedIn	
Visibility	Job application settings Choose what information LinkedIn saves when you submit a job application.	Change
Communications	Sharing your profile when you click Apply Choose if you want to share your full profile with the job poster when you're	Change Yes
Data privacy	taken off Linkedin after clicking Apply	
How LinkedIn uses your data	Commute preferences	Change
Job seeking preferences	Set commute times and get job recommendations based on your preferences	
Other applications	Anti-latin menoni kanana kanana kanana kan	Change
Advertising data	Signal your interest to recruiters at companies you've created job alerts for	Change No
	This will be applied for companies that you've created job alerts for	
sit Help Center 🗗	Stored job applicant accounts Match which third-party job applicant accounts are stored on LinkedIn	Activate Win

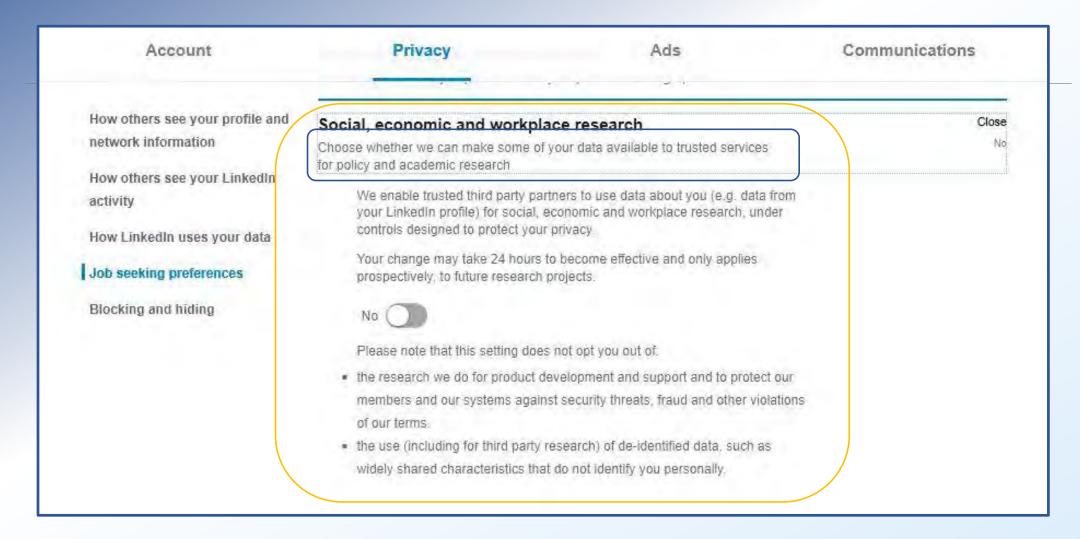


How LinkedIn Uses Your Data



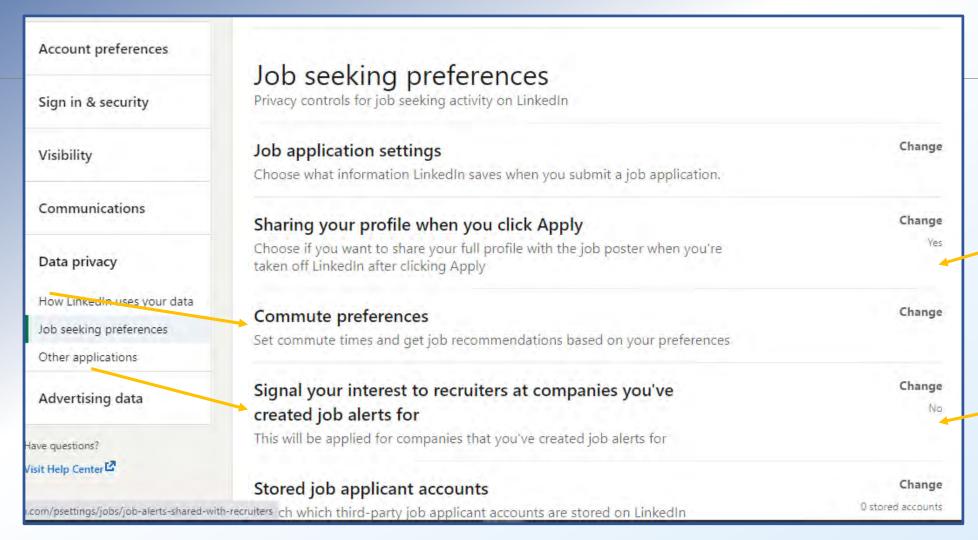
Berkeley

How LinkedIn Uses Your Data





Job Seeking Preferences





Public profile settings

You control your profile and can limit what is shown on search engines and other off-LinkedIn services. Viewers who aren't signed in to LinkedIn will see all or some portions of the profile view displayed below.



Mary McHale

Career Strategist | Launching Careers at Every Professional Level

San Francisco Bay Area . 500+ connections

Join to Connect

CS Advising

.... CS Search & Staffing (Collegial Services)

University of California, Davis

Company Website 12

Contact Mary for services

Career Development Coaching, Resume Writing, Interview Preparation, Executive Coaching, Public Speakin...

See all details

& Edit your custom URL

Personalize the URL for your profile.

www.linkedin.com/in/marydigginsmchale @



= Edit Content

This is your public profile. To edit its sections, update your profile.

Edit contents

Edit Visibility

You control your profile's appearance for people who are not signed in to LinkedIn. The limits you set here affect how your profile appears on search engines, profile badges, and permitted services like Outlook.

Learn more

Your profile's public visibility

Basic (required)

Name, number of connections, and region

Profile Photo:

Only 1st-degree connections Linkedin members directly connected to

Your network

Use this to edit URL

Use this section to chose what Parts of your Profile are visible

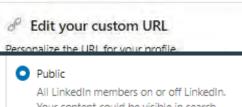




Public profile settings

You control your profile and can limit what is shown on search engines and other off-LinkedIn services. Viewers who aren't signed in to LinkedIn will see all or some portions of the profile view displayed below.





Your content could be visible in search results (Google, Bing, etc.).		
Background Photo	Show	
Headline	Show	
Websites	Show	
Summary	Show	
Articles & Activity	Hide	
Current Experience	Show	
Details	Show	
Past Experience	Show	
Details	Show	
Education	Show	
Details	Show	
Volunteer Experiences	Show	
Certifications	Show	
Honors and Awards	Show	
Organizations	Show	
Groups	Show	

Recommendations

Select which parts of your profile can be viewed

You can change this at any time

About



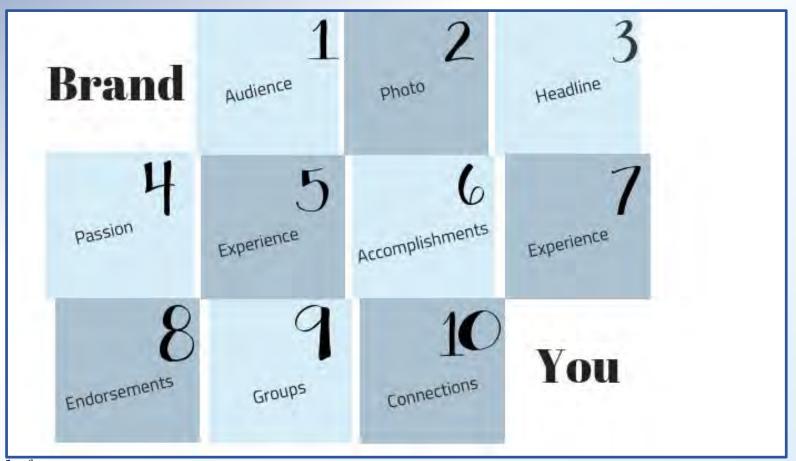


Curating Your Brand

Communicating Your Brand



10 Steps to Create Your Brand





Your Brand

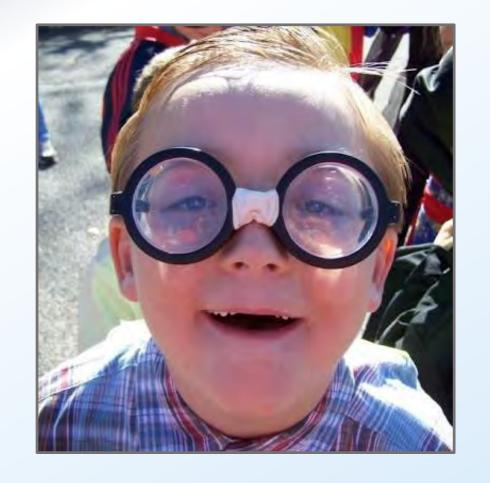
On average, how much does a picture increase the chances of a LinkedIn profile being viewed?

A. 12x

B. 30x

C. 21x

D. 7x



Keep it Professional



Berkeley School of Information

*Source: <u>5 Steps to Improve your LinkedIn Profile in Minutes</u>

Photo Guidelines

DO	DON'T
 Clear, well-lit Professional, industry appropriate Headshot that shows YOU 	 Grainy, dark Party/vacation pic, casual selfie Highlight background more than you

Your Profile is Your Brand



Background **Picture**

Company | School Location

David Ng · 1st in

Sr. Manager, Application Security and Engineering at PwC

Fremont, California, United States · 500+ connections ·

Contact info



University of California,

Berkeley

- Click Me > View Profile
- Click pencil to right of profile phot
- Click pencil on background photo



What does your Brand Say?

Background Picture

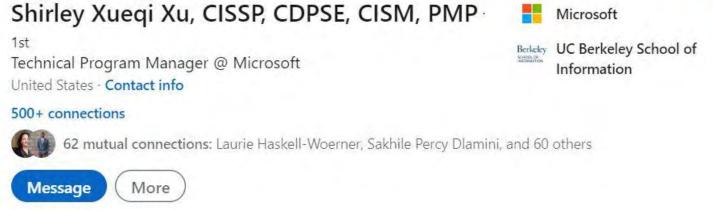
Search "linkedin

cybersecurity"

background images



Headline

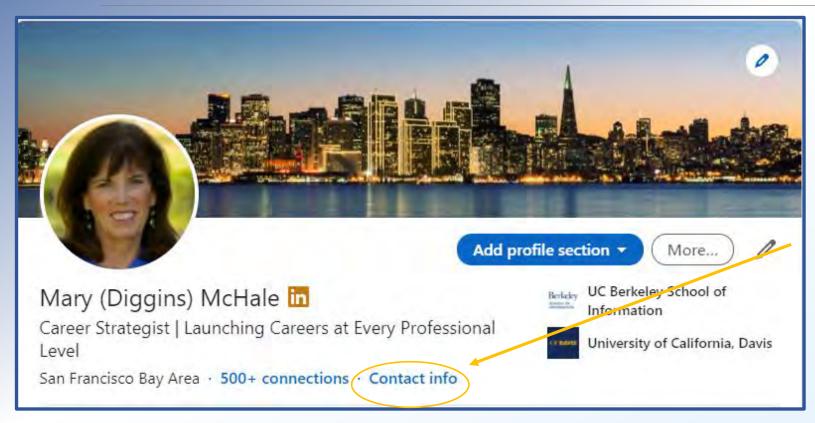


Company

Education

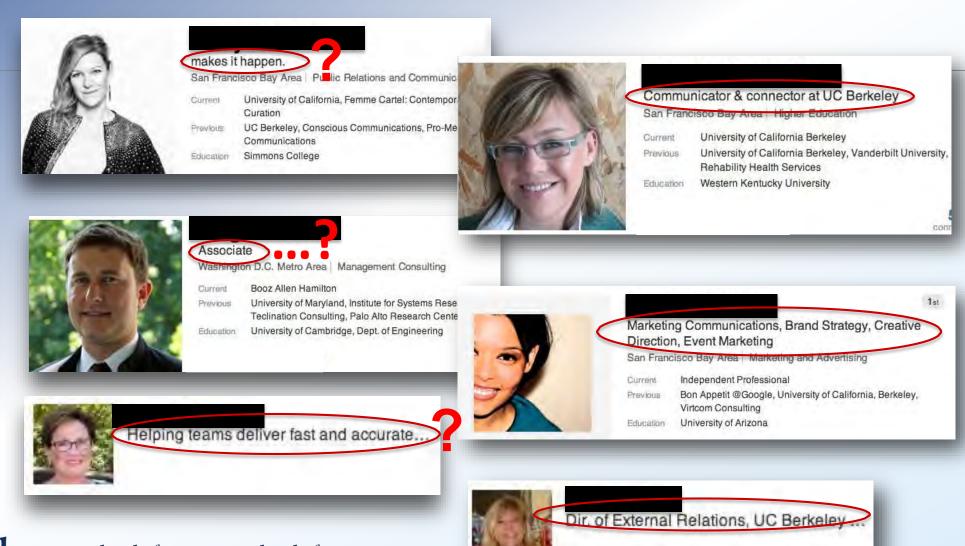


Contact Information





Make Your Headline Count



Berkeley School of Information

School of Information

Sample Headlines

Cybersecurity Strategist

Cybersecurity | Compliance Evangelist Cybersecurity Manager Cybersecurity Technologist Cybersecurity Professional - System, Network and Security Design - Leader Global Cybersecurity, Compliance, and

Identity Leader

Chief Information Security Officer | CISO

Senior Director Cybersecurity Engineering, Cybersecurity

Cybersecurity & Data Privacy Champion **Graduate Cyber Defense Student** Cryptographer



Compelling Summary

- Interests | Passion
- Engagement
- Visual "Brand"
- Mobile View
- Featured

About

Coaching people through change has been the cornerstone of my career.

Hove assisting my clients to discover the real value of their skills and capabilities, uncover the impact of their achievements and then demonstrate their worth to transition into new jobs and industries. I'm honored to be one of nine coaches selected by Linkedin nationally to partner on their new Mock Interviewing Pilot program.

I collaborate with my clients to share their professional stories through resumes, LinkedIn and interview preparation to enable them to transition their careers into exciting new roles and industries.

Areas of Expertise include:

- · Mid-Career to Senior Executive Professionals seeking a promotion or a change
- · College Students and New Graduates looking for internships and career launch
- · Returning to Work Candidates needing assistance on how best to return to the workforce
- Giving my clients the advantage of a proactive, customized job search strategy

Resume Writing | LinkedIn Pro Job Search Strategy | Career C

Featured

Post

Honored and proud to share this great news!



UC Berkeley Named #1 Online Master's in Cybersecurity ischool.berkeley.edu • 2 min read

CCO 20

Post

Superhero or Cybersecurity professional? Love this quick...



Cybersecurity Calling!

O 11

Post

Need great Cybersecurity talent? Employers request the UC...

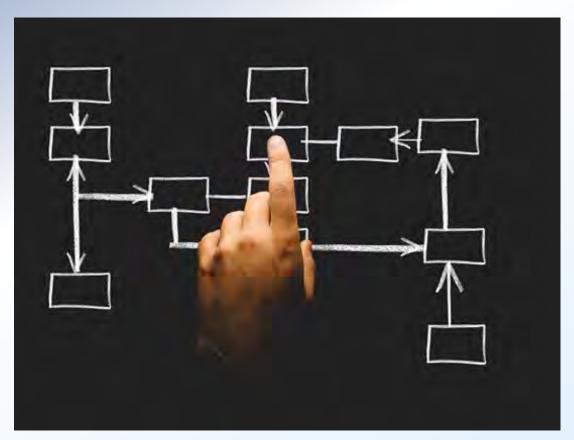


Berkeley SCHOOL OF INFORMATION

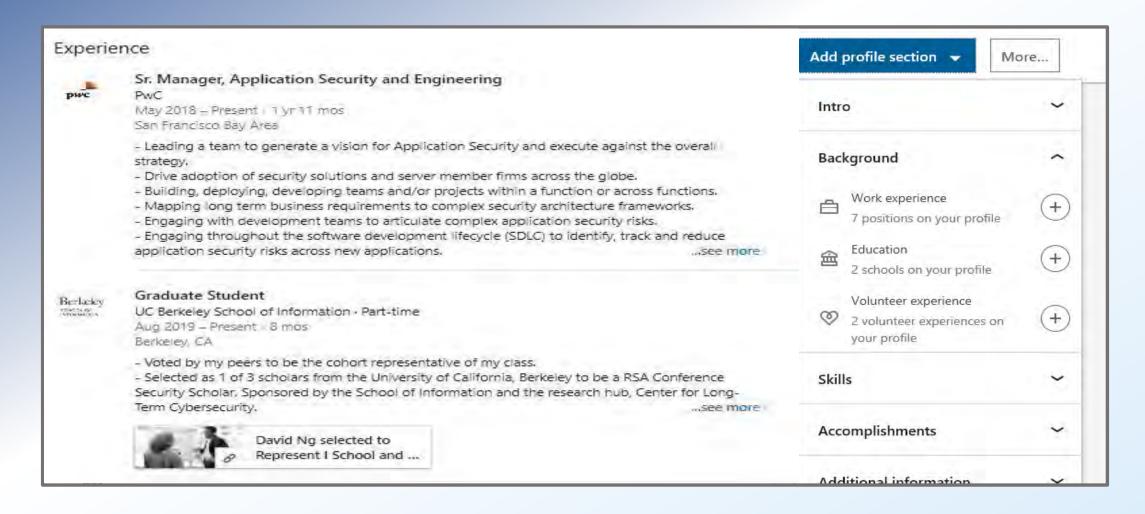
COO 20



Experience - What's Your Position?



Work Experience



Power of White Space

Applications Security Engineer

Full-time

Jul 2013 – Present · 7 yrs 4 mos Oakland, USA

- Two plus years of experience in AWS Platform as a Service (PaaS) and Infrastructure as a Service (laaS), hands on experience with IAM, SES, EC2, S3, VPC.
- Provided advisory to 300+ new users and hands-on support on secured ECM and Citrix environment, assessment, planning, maturity, and sustainment following security guidelines.
- Developed current state enterprise content management technology architecture to legacy and 1500+ new users, gap analysis, and future state technology architecture to address client architecture gaps including scalability, on-premise/cloud, security and GRC compliance.
- Identified ECM and Citrix business needs, requirements management, traceability matrix, functional design, prototyping, process design, testing, piloting, training, and supporting implementations as well as system integration and data conversion.
- Defined content governance including legal compliance/regulations, standards, taxonomies, industry practices, change management.
- Developed, reviewed, analyzed, document current and new ECM process documents including SOPs, templates, plans, manuals, workflows, and other guidance documentation.

Education

Education



Berkeley UC Berkeley School of Information

Master of Information and Cybersecurity

2019 - 2020

Activities and societies: Relevant Coursework:

Beyond the Code: Cybersecurity in Context | Cryptography for Cyber and Network Security | Softw ...see more

Lily L. Chang MICS Capstone Award Winner







The University of British Columbia

Bachelor of Commerce (B.Com.) with Honours, Combined major business and computer science 2010 - 2015

Volunteer Experience

Volunteer Experience



Mentor

California State Polytechnic University-Pomona Sep 2016 – Present • 3 yrs 7 mos

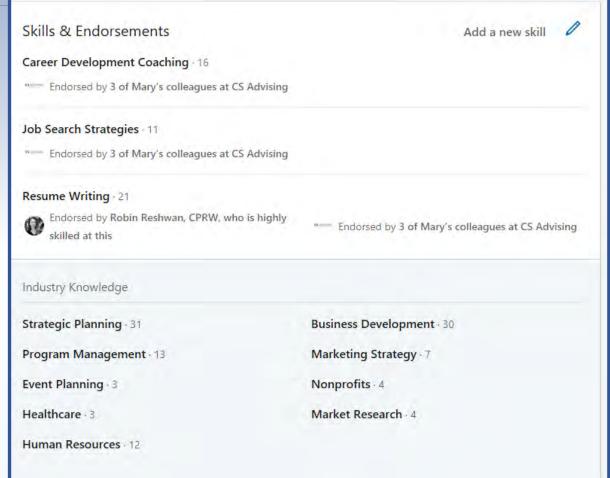
Mentoring undergraduate students to better prepare them for life after graduation in the Bronco Mentoring Program.



PTA Executive Board Member for Vallejo Mill Elementary School

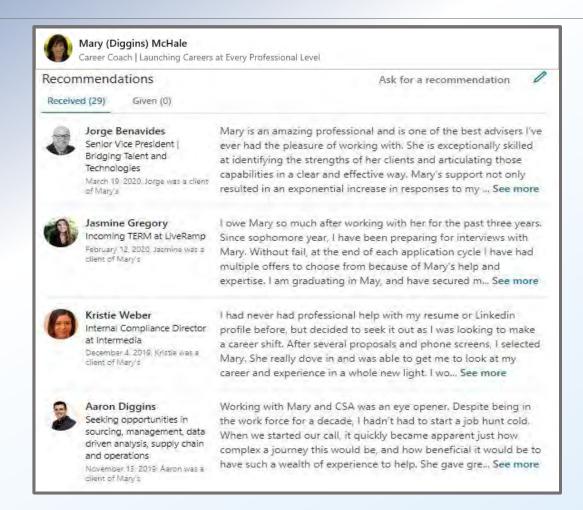
Fremont Unified School District Aug 2019 – Present • 8 mos Education

Skills & Endorsements





Recommendations

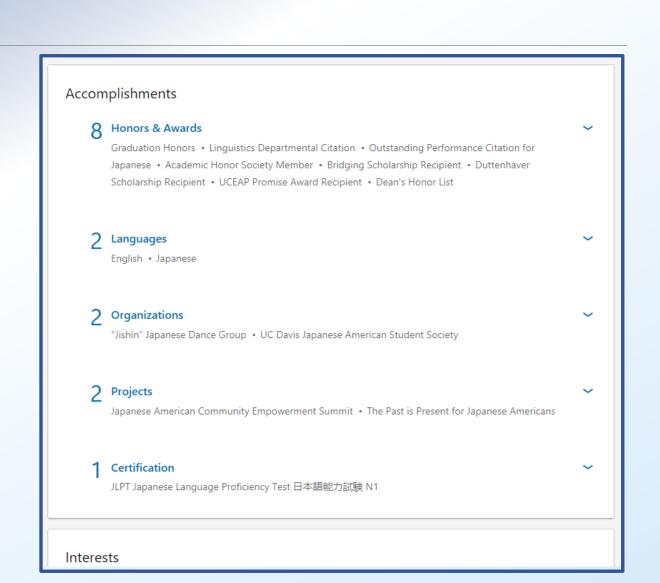




Accomplishments

- Publications
- Certifications
- Patents
- Courses
- Projects
- Honors & Awards
- Test Scores
- Languages
- Organizations





Projects

- Adds depth to your profile
- Showcase key experiences
- Link to other Creator(s)

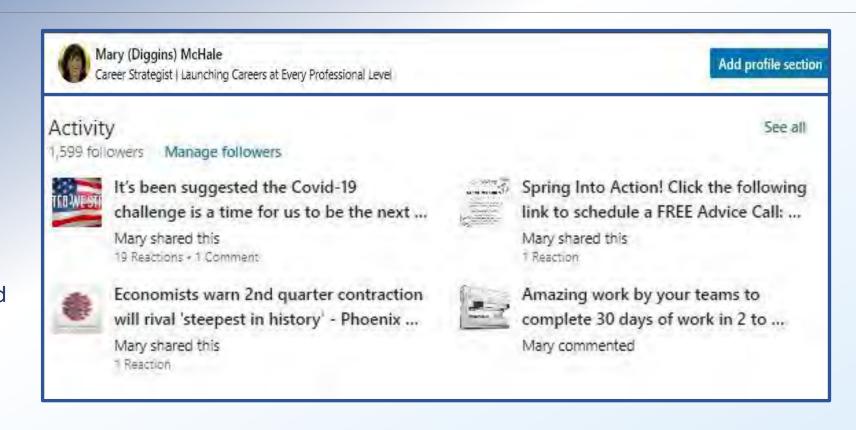
Projects Professional Development Speaker and Workshop Facilitator Sep 2014 - Present Frequent presenter on a variety of career and professional development topics for Stanford University Alumni Association; St. Mary's College of California/School of Economics and Business Administration; University of California, Davis Alumni Association; University of California, Berkeley/Haas School of Business Alumni Association; University of Pacific/School of Business; Society of Professional Engineers; Bio-medical Engineers Society; National Charity League; Net Impact. US News - Career Blogger Jun 2013 - Present I write about career tips and issues facing college students, new graduates, business professionals and the companies that hire them in the Money/Career section for US News and World Report. Other creator See project Cal Aggie Alumni Association - In the Know Magazine Aug 2012 - Present I am a regular contributor to the University of California, Davis Alumni Association's (CAAA) on-line magazine for parents - In the Know. Other creator

See project



Activity and Content

>1% Post or Publish
Content
Use this to show
thought leadership and
visibility





Power of Media



Chief Technology Officer

LucasFilm

Dec 2007 - Mar 2011 - 3 yrs 4 mos

As Chief Technology Officer, on the executive leadership team, Richard oversaw the company's technical operations, and was responsible for development and execution of the technology strategy for Industrial Light & Magic, Skywalker Sound and LucasArts, amongst other high profile businesses within the Lucasfilm groups.



Keynote speaker for nVidia Developer ...



X Prize with Peter Diamandis



Sr. Director

Apple Computer

Aug 2001 - Dec 2007 - 6 yrs 5 mos

Enlisted by the CEO to join the company and lead projects to brinnewly launched Mac OS X. Managed and grew teams evangelizing development environments. Created a task force to work hand in applications to new Mac OS. Created the internal Tech Marketing drive presentation & demonstration strategies for all Pro Apps and

- · Defined and managed annual 'Hollywood Summit' meetings wi
- · Collaborated with engineering defining next generation operat
- A CEO selected press spokesperson for new product launches
- Appeared in 8 keynote presentations with the CEO

see less



Jony, me & Steve

Featured



Variety Magazine

Top Ten Innovators to Watch



Macworld Keynote

The launch of Maya on Mac OS X with Steve Jobs

eering Student at University of mer Intern Opportunities

University of California, Davis

See contact info

See connections (101)

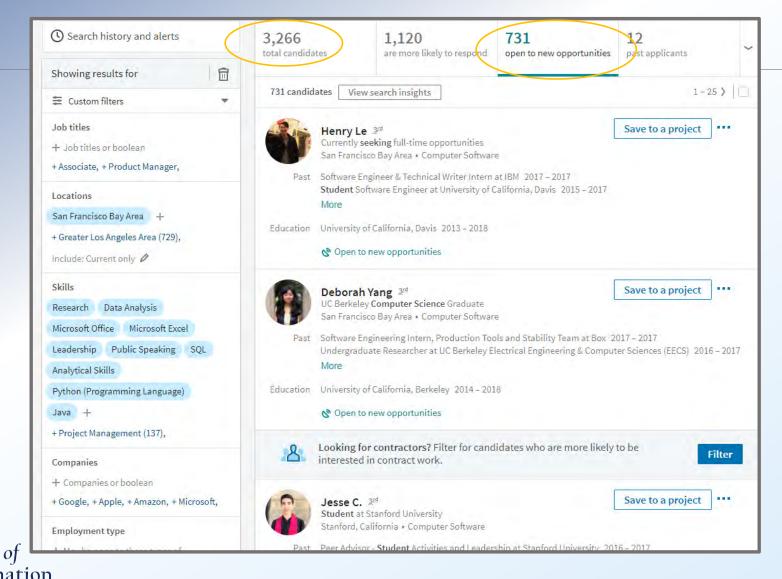
m double majoring in Aerospace and Mechanical Engineering. My the Jet Propulsion Laboratory has fueled my drive to work in the additional internship experience while I complete my degree.



Resume:

Berkeley School of Information

The View from LinkedIn Recruiter



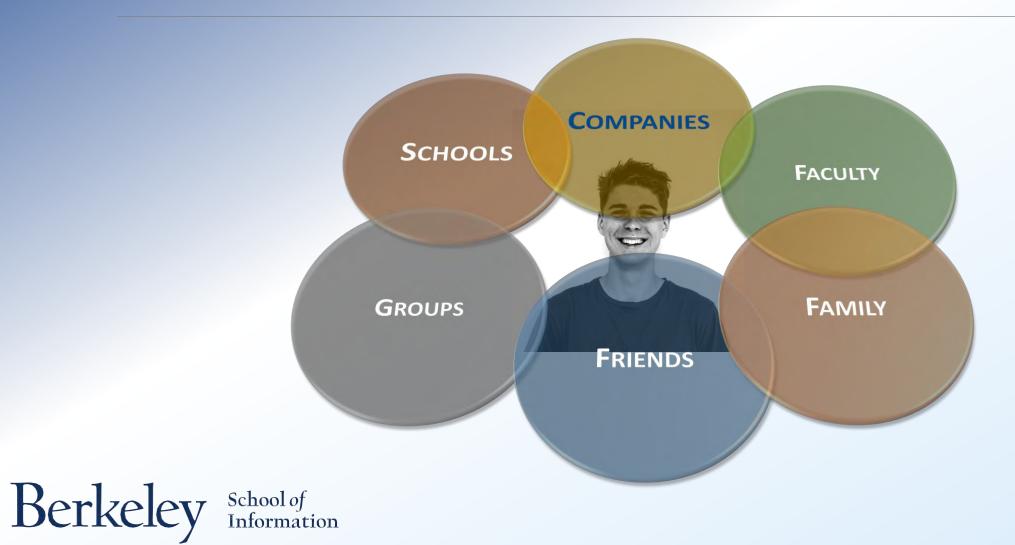


Common Profile Issues

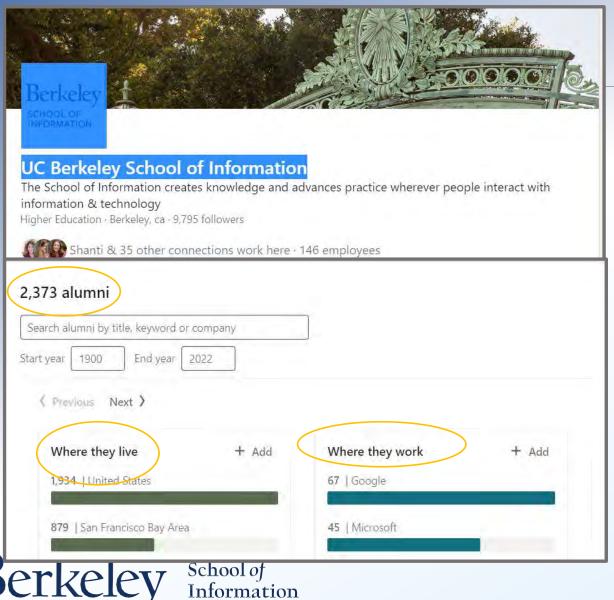
- No customized profile URL
- Headline not targeted to desired career or role
- No Summary or Summary not targeted
- No projects
- Not maximizing Groups, Influencers, Content
- Lack of endorsements and recommendations

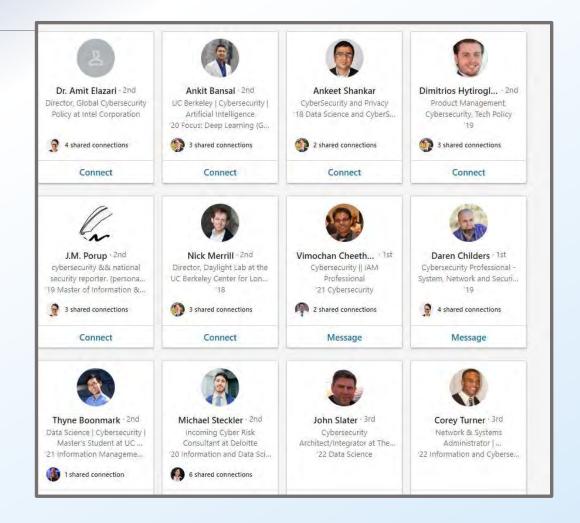


Growing Your Network



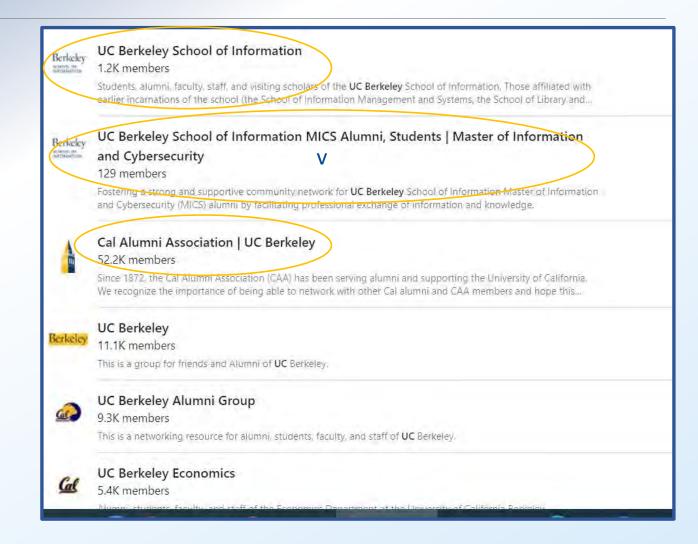
Searching By Alumni or University





Alumni Network

- Connect with alumning
- Join alumni groups
- Best Networking Opportunities





Resources

- <u>LinkedIn Etiquette: 20 Do's & Don'ts</u> (LinkedIn blog)
- Professional Photos on LinkedIn are Worth AThousand Opportunities (LinkedIn blog)
- <u>5 Steps to Improve Your LinkedIn Profile in Minutes</u> (LinkedIn blog)
- How to Increase Your LinkedIn Profile Views by 300% (Career Contessa)
- <u>Top 100 Big Data Experts to Follow</u> (KDNuggets)
- 50 Information Security Influencers You Should be Following (Digital Guardian)



More Assistance?

Career Advising Appointments

https://www.ischool.berkeley.edu/careers/students/advising

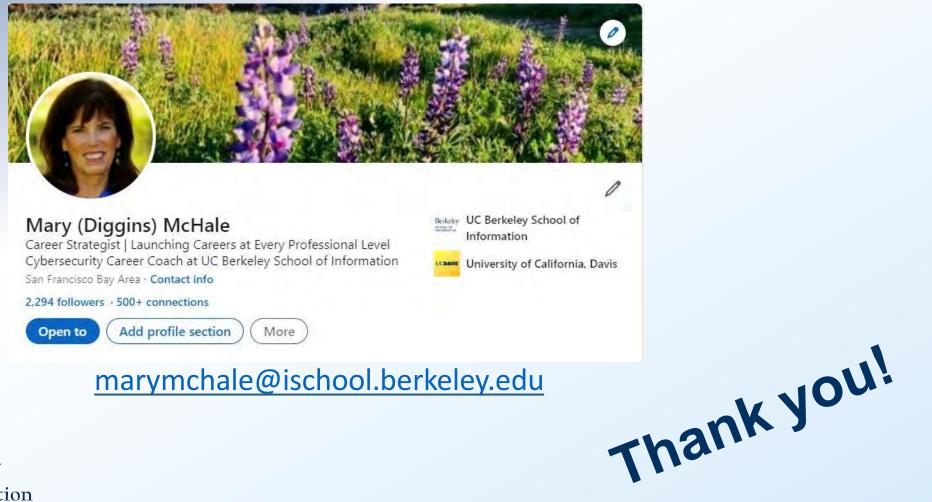
LinkedIn Profile Reviews

https://www.ischool.berkeley.edu/careers/students/resumereview



Questions?

Connect with me!



marymchale@ischool.berkeley.edu

