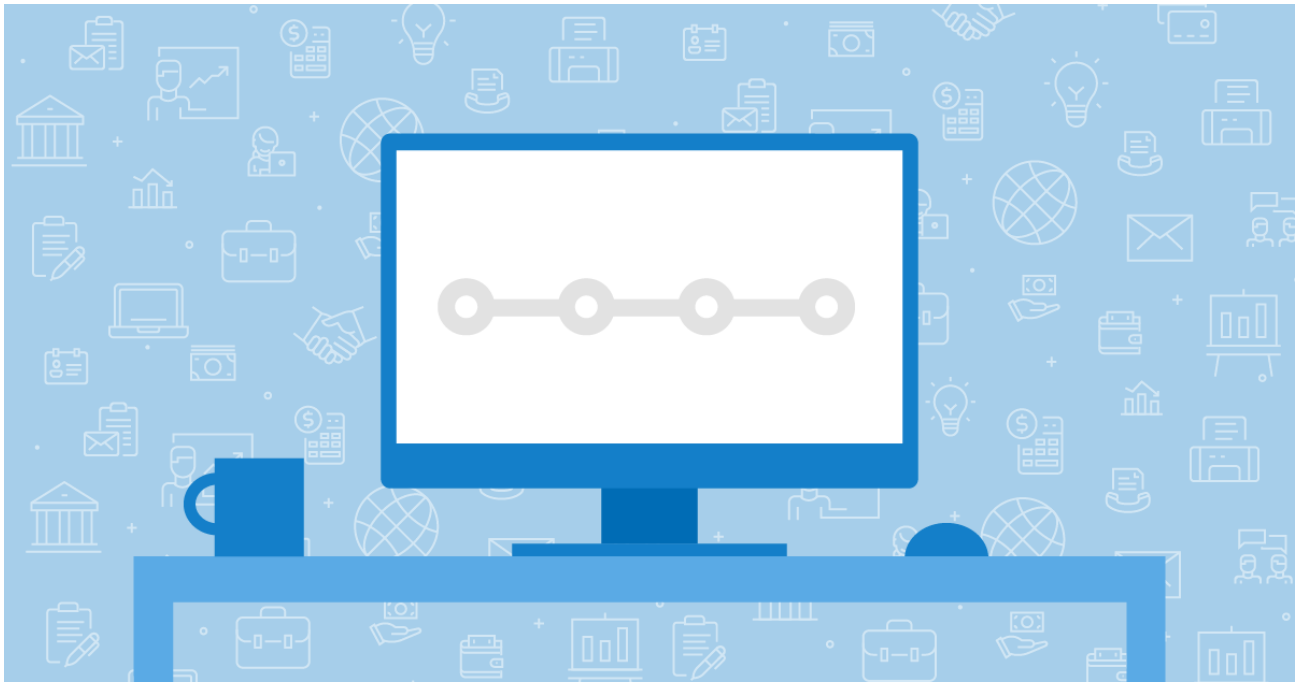
Daily, Weekly, Monthly Tasks for Your LinkedIn Profile

Use this daily, weekly, monthly LinkedIn task list to help you grow your connections and partnerships, improve your career path, or market your business or brand.



UPDATE YOUR MEMEBER PROFILE

- [ ] Update your profile and your background image (Both should be clean and professional)
- [ ] Update your about section. Include relevant keywords to describe your title, role, position, and yourself
- [ ] Showcase your career/business story
- [ ] Include your featured work, promotions, achievements
- [ ] Update/add to your skill set
- [ ] Update or rewrite your Linkedin resume
- [ ] Are you connected to at least 100 people?
- [ ] Join your Alumni network(s)
- [ ] Do you have a customized/personalize URL?

LINKEDIN DAILY TASKS

- [ ] Update your status (add a new blog, video, post update, personal accomplishment, general update, something you learn, start a discussion, etc)
- [ ] Like and comment on at least 3 to 5 group discussion in your feed
- [ ] Like and comment on at least 3 to 5 of your connections posts or updates
- [ ] Like and comment on LinkedIn today update
- [ ] Reply to any messages or new introductions

LINKEDIN WEEKLY TASKS

- [ ] Join a new group related to your industry
- [ ] Join a new group, follow a company that you are interested in
- [ ] Post a discussion in one of your groups
- [ ] Endorse special skills of someone your know
- [ ] Give someone a recommendation
- [ ] Ask for a recommendation

LINKEDIN MONTHLY TASKS

- [ ] Read through your profile and update as needed
- [ ] Check your stats
- [ ] Update your profile or refresh your background image (you can do this a few times a year)

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