



A Simple Guide to Finding a Job with LinkedIn (Simple Guides)

Claire Hunter, Michele Somody

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Describing how the power of LinkedIn can be leveraged to advance their professional prospects, this guide teaches readers how to set up a profile on the website as well as how to manage their home pages and add professional contacts. The manual also lists and explains LinkedIn's myriad features, describing how to provide links to websites and blogs, add photos and signatures, and build a network. With information on how to get recommendations, search for jobs, contact prospective employers, and send a résumé, this manual is a priceless resource for readers who want to use LinkedIn to have the career they always dreamed of.

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