

How to add your certification onto LinkedIn

Why do it?

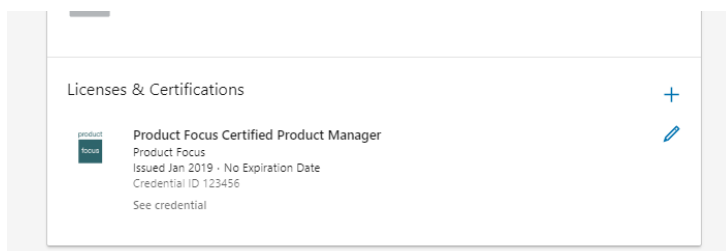
Your LinkedIn profile is like an online CV.

It's one of the first things that potential recruiters pull up. It's what customers and suppliers look at before meeting you for the first time. It's where colleagues go to check you out. They all want to get a feel for your experience, credibility and expertise.

So it's really important that you create the best possible impression. Adding your certification shows your competence in product management and your commitment to ongoing professional development.

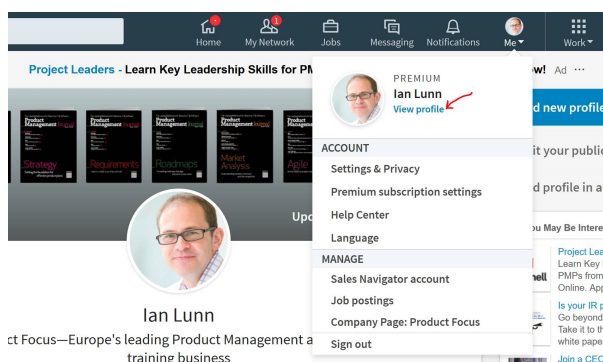
What does it look like?

The certification appears on your profile in a separate section.

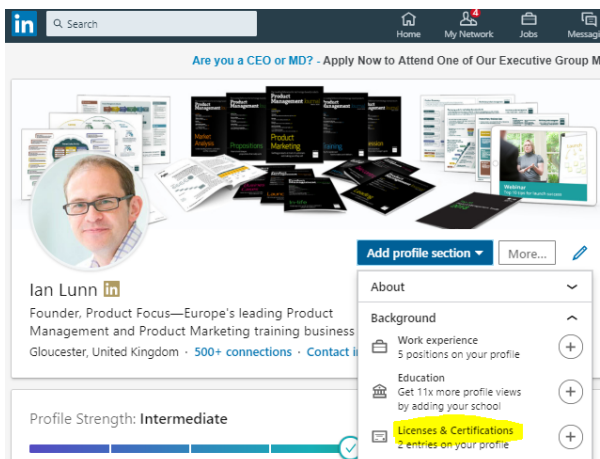


How to set it up

1. Go into your LinkedIn account (through the full site, not the app) and select **view profile**.



2. Click on **Add profile section** and scroll down to **Background. Licenses & Certifications**.



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3. Click on the + sign
4. The following form will appear.

Add licenses & certifications

Name *

Ex: Cisco Certified Network Associate Security (CCNA)

Issuing Organization *

Ex: Cisco

☐ This credential does not expire

Issue Date

Month

Year

Expiration Date

Month

Year

Credential ID

Credential URL

We no longer share changes to licenses & certifications with your network. [Learn what's shared](#)

Save and add another Save

5. Type **Product Focus Certified Product Manager** into Name.
6. Issuing organization is **Product Focus**.
7. Tick **This credential does not expire**.
8. Add the **Issue date - Month and Year**. The **credential ID** is the certification number from your certificate.
9. Add this link into the **Credential URL**
<https://www.productfocus.com/product-management-training/product-management-certification/>
10. Ensure your form looks like the one below and click **Save**.

Add licenses & certifications

Name *

Product Focus Certified Product Manager

Issuing Organization *

Product Focus

☒ This credential does not expire

Issue Date

January

2019

No Expiration Date

Credential ID

123456

Credential URL

<https://www.productfocus.com/training/product-management-certification/>

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Save and add another Save

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11. Check your profile looks like this

