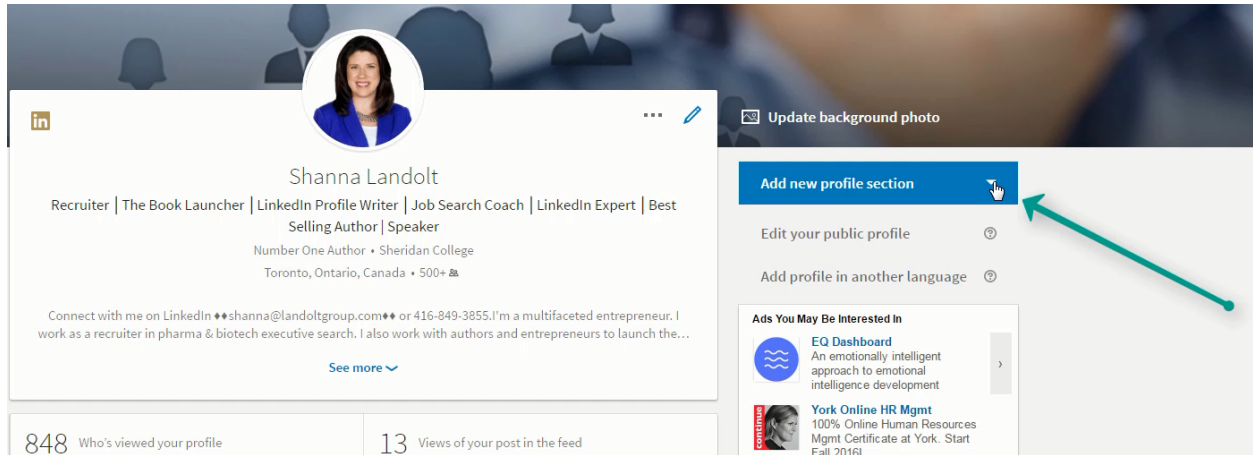
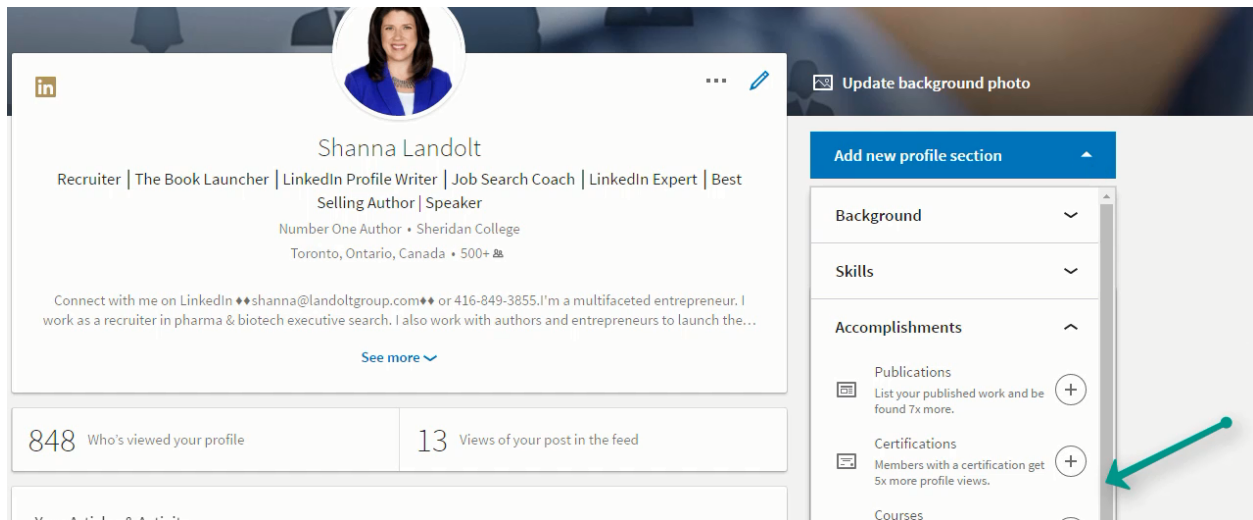


CERTIFICATIONS

Let's look at how to add Certifications to your LinkedIn Profile.



On the right hand side click on **Add new profile section**.



In the **Accomplishments** area you will see **Certifications**. According to LinkedIn, Members with a certification get 5x more profile views. If you have a certification, it is important that you add it to your LinkedIn Profile to increase your profile views.


Shanna Landolt

There are certain certifications that are really important in a job search. For example, if you work in Human Resources there is an HR Certification or Designation. If you work in Project Management and you have a PMP Certification, this is where you would add it. There are a number of certifications that are critical for certain career paths. Make sure you don't forget to add your certification (or designation) to your LinkedIn Profile.

The image shows a screenshot of a LinkedIn profile for Shanna Landolt. The profile header includes her name, title 'Recruiter | The Book Launcher | LinkedIn Profile Writer | Job Search Coach | LinkedIn Expert | Best Selling Author | Speaker', and location 'Toronto, Ontario, Canada'. Below this is a bio and a 'See more' link. The right-hand side of the profile features a 'Add new profile section' dropdown menu with options for 'Background', 'Skills', and 'Accomplishments'. Under 'Accomplishments', there are sections for 'Publications' and 'Certifications'. A green arrow points to the 'Certifications' section, which states 'Members with a certification get 5x more profile views.' Below the profile header, statistics show '848 Who's viewed your profile' and '13 Views of your post in the feed'.

It is as simple as clicking on the +sign.

Add certification ✕

Certification name 

Ex: CFA

Certification authority

License number

Time period

From	To
<input type="text" value="Month"/>	<input type="text" value="Month"/>
<input type="text" value="Year"/>	<input type="text" value="Year"/>

This certification does not expire

Certification URL

No, don't update my network
Your connections will not see this change in their feed or email.


Save

Put your Certification Name.

Add certification ✕

Certification name

Ex: CFA

Certification authority 

License number

Time period

From	To
<input type="text" value="Month"/>	<input type="text" value="Month"/>
<input type="text" value="Year"/>	<input type="text" value="Year"/>

This certification does not expire

Certification URL

No, don't update my network
Your connections will not see this change in their feed or email.

Save


The Certification Authority.

Add certification ✕

Certification name

Ex: CFA

Certification authority

License number 

Time period

From	To
<input type="text" value="Month"/>	<input type="text" value="Month"/>
<input type="text" value="Year"/>	<input type="text" value="Year"/>

This certification does not expire

Certification URL

No, don't update my network
Your connections will not see this change in their feed or email.

[Save](#)

If you have a License number add it here.

Add certification ✕

Certification name

Ex: CFA

Certification authority

License number

Time period

From ←

Month ▼

Year ▼

To

Month ▼

Year ▼

This certification does not expire

Certification URL

No, don't update my network
Your connections will not see this change in their feed or email.

Save

Add the time period including the Month and Year of your certification.

Add certification ✕

Certification name

Ex: CFA

Certification authority

License number

Time period

From

Month - Present

Year

This certification does not expire

Certification URL

No, don't update my network
Your connections will not see this change in their feed or email.

Save

Or if you click on this box it says **This certification does not expire.**

Add certification ✕

Certification name

Ex: CFA


Certification authority

License number

Time period

From To

This certification does not expire

Certification URL 

No, don't update my network
Your connections will not see this change in their feed or email.

[Save](#)

Add the **Certification URL** so people looking at your LinkedIn Profile can view the certifying body online to learn more about your certification.

Add certification



Certification name

Ex: CFA

Certification authority

License number

Time period

From

To



This certification does not expire

Certification URL



Yes, update my network

Your connections may see this change in their feed or email.

Save

If you would like to update your network, Click **Yes, update my network**. I only recommend updating your network if you have just completed a brand new certification. Then click on the blue Save box and your certification will be added to your LinkedIn Profile.

I'm going to show you what a certification looks like on a LinkedIn Profile.

Accomplishments

7 Certifications

Certified CND Shellac Master

Certified Estetician

Certified Reflexologist

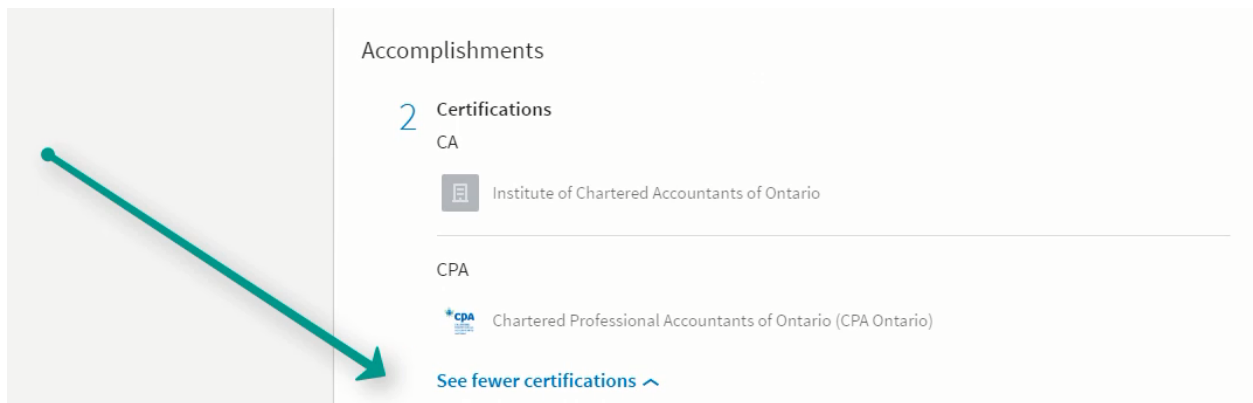
Certified by G.M. Collin

Certified in Hot Stone Massage

Certified in Indian Head Massage

[See 1 more](#)  [See fewer certifications](#)


Terry-Ann Hare manages the Beauty Inside Day Spa and these are her seven certifications.




Accomplishments


2 Certifications

CA

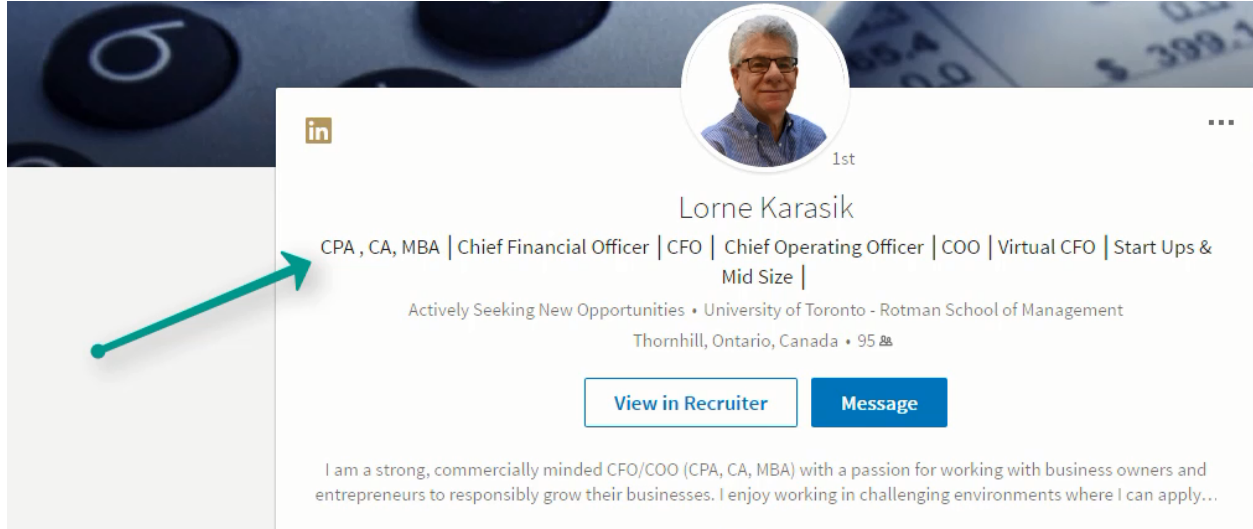
 Institute of Chartered Accountants of Ontario

CPA

 Chartered Professional Accountants of Ontario (CPA Ontario)

[See fewer certifications](#) 

Lorne Karasik is an Accountant and he has his CPA and CA designations on his LinkedIn Profile.



If you have a Certification that is critical to your work, I also recommend that you include that certification(s) in your Headline. You will put it in two places on your LinkedIn Profile, both on the Headline and in the Certifications Section. You might even write further about it in your Summary Section.