KEAN
Career Services

How to Utilize LinkedIn Learning to Increase Your Career Readiness

Below is a suite of LinkedIn Learning courses that has been curated an mapped by Career Services according to the NACE Career Competencies that will help enhance students' overall career readiness skills. By voluntarily completing these courses, students will develop a certified skill set that will not only continue to foster their growth as a Kean student but also create a foundation on which they can begin building their future professional lives. Climb higher, get hired!

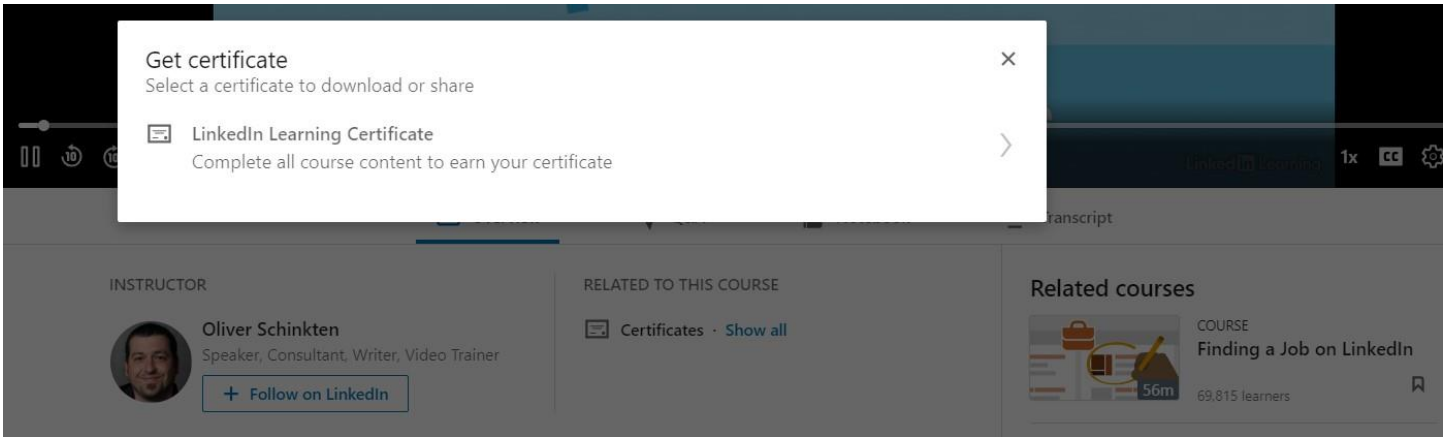
Directions are as follows:

1. **Create a LinkedIn account.** If you need help creating your account, please see a member of our Career Services team or feel free to use this LinkedIn Learning course as a guide. If you already have a LinkedIn account, you do not need to create another one in order to participate. Don't forget, we offer a FREE LinkedIn headshot photobooth in CAS 201 to help keep your profile up to date!

2. **Get familiar with LinkedIn Learning.** If you've never utilized LinkedIn Learning before, here is a great welcome video and general overview of the tool. A lot of the questions you may have can be answered here.

3. **Select your preferred course(s) from our curated Learning Path.** Using the following page as a guide, please choose at least one (1) LinkedIn Learning course from each of the eight (8) sections that make up our curated Learning Path *(Career and Self Development, Communication, Critical Thinking, Professionalism, Equity and Inclusion, Technology, Teamwork and Leadership)*. Please see here for additional classes you could take beyond the suite that's been curated.

4. **Show proof of completion.** Upon completion of each LinkedIn Learning course you choose, students will be provided with a LinkedIn Learning Certificate that they can download and/or share. It is strongly recommended that students download each LinkedIn Learning Certificate they earn from the courses they complete and upload them into a singular, self-created Google Drive folder linked to their @Kean.edu email account. Additionally, it is strongly recommended that students "get the word out" about their new skills and share news of their most recently completed LinkedIn Learning course to their LinkedIn profile too.



FYI: Want to take your LinkedIn profile to the next level and stand out amongst other talent trying to secure the same internships or jobs as you? Check out some of these tips from LinkedIn experts on "rocking your profile."

Recommended LinkedIn Learning Courses to Develop Your Career Readiness Skills

Are you ready to increase your chances of securing that next internship opportunity or landing your dream job? Use the collection of LinkedIn Learning courses below that have been curated by our Career Services team to grow your skill set and make sure you're ready to take on the next step in your Cougar career journey! Pick your course(s) and get started today.

Career and Self Development

Discovering Your Strengths

Developing Self Awareness

Communication

Communicating with Confidence

Foundations of Communication

Critical Thinking

Improving Your Judgement for Better Decision Making

Problem-Solving Techniques

Equity & Inclusion

Diversity, Inclusion and Belonging

Unconscious Bias

Teamwork

Working on a Cross Functional Team

Managing Team Conflict

Technology

Digital Transformation

Digital Networking Strategies

Leadership

Leading with Kindness and Strength

Motivating and Engaging Employees

Professionalism

Developing Your Professional Image

Learning Personal Branding

Kean University • 1000 Morris Avenue, Union, New Jersey 07083 • (908) 737-0320 • career@kean.edu