

## LinkedIn Profile Checklist



**EDUCATION:** Starting with college, list Education all the educational experiences you've had including summer programs. University of California, Berkeley Economics, B.A. 2010 - 2014 (expected) Volunteer Experience & Causes **VOLUNTEER EXPERIENCE & CAUSES:** Even if you weren't paid for a job, be sure to **Big Buddy** list it. Admissions officers and employers Skyline High School September 2012 - May 2013 (9 months) | Education often see volunteer experience as just as Mentored an Oakland high school student through the college application process, helping him get into valuable as paid work. his dream school. Skills & Expertise SKILLS & EXPERTISE: Add at least 5 Most endorsed for... key skills - and then your connections can Economics endorse you for the things you're best at. Start-ups Due Diligence 2 7 2 2 9 9 2 9 9 2 Venture Capital Management Honors & Awards ☐ HONORS & AWARDS: If you earned a prize in or out of school, don't be shy. Let the The Achievement Award Program world know about it! Four-year scholarship awarded to community-minded students with a proven track record of academic success. Courses COURSES: List the classes that show off the skills and interests you're most University of California, Berkeley excited about. · Microeconomic Theory (Econ 101A) · International Monetary Economics (182) · Public Economics (230A) Projects ulli ☐ **PROJECTS:** Whether you led a team assignment in school or built an app on your Venture Capital Financing in India own, talk about what you did and how you did it. May 2013 For our international Monetary Economics course, Paul and I decided to study the emerging venture capital industry in India. By looking at data from the World Bank, we were able to understand the challenges and opportunities facing this nascent sector. And we developed a series of recommendations for overcoming these challenges, which we delivered to our professor in a final term paper 5 team members David Xiao Paul Smith Econ Major and Aspiring Financial Anal... Student at UC Berkeley Recommendations Received (2) + **RECOMMENDATIONS:** Ask managers, Venture Capital Internship Berkeley Ventures professors, or classmates who've worked with you closely to write a recommendation. This gives Partner extra credibility to your strengths and skills. David spent the summer with us at Berkeley Ventures and made an immediate impact. He showed us a brand new technique for firm analysis that he had just learned in school and came through with recommendations that opened our eyes to a unique set of opportunities. We don't normally hire undergrads as interns but after working with David, we will again! November 13, 2013, Tim managed

