

LinkedIn Training & Recommendations

December 2021



Social Selling Index (SSI)



Profile

Establish your professional brand/ Personal Branding



Content

Create content that is innovative and inspiring!



Network

Find & connect with the right people



Relationships / Engagements

Interact with others



1. Updating your profile

Tell and communicate your story



Step by step

- O1 Profile picture and banner
- O2 Headline be recognized & found
- 03 Biography tell your story
- 04 My features
- Update the professional experience section
- Add media content to your experience section



2. Practice session

Actions to take







Julia Lessiak · 2nd Global Communications Manager bei TAKKT Group Austria · Contact info



- The exposure on the profile photo is high. Consider updating with a recent high resolution photo with moderate exposure.
- Profile banner is okay but you may want to consider a professional theme image
- Put more description to profile headline
- Add summary
- Add description to current and maybe previous roles.
- Request for recommendation from previous or current colleagues and/or managers







- Profile photo is okay. If this is not recent, you could possibly update it.
- Update profile banner with a personal or professional theme image
- Add more information to your headline
- Add profile summary (bio)
- Add job descriptions to current and previous roles
- Request recommendations from previous or current colleagues and/or managers
- Extra tip: Add connections to extend your network.





Nova School of Business

and Economics

PR & Communications Manager bei Emma - The Sleep Munich, Bavaria, Germany · Contact info

466 connections

Profile changes to make:

- Profile photo is great
- Add a profile banner
- Put more description to profile headline
- Add a profile summary
- Add description to current role
- Possibly request recommendations from previous or current colleagues and/or managers

Confidential







Nadja Richter · 1st
Marketing & Communications Rovema GmbH
Giessen, Hesse, Germany · Contact info
419 connections



- Profile photo is good but could be slightly centred
- Banner photo is also good
- Add more information to headline
- Add profile summary (bio)
- Add description to current and previous roles
- Possibly request for recommendations from previous or current colleagues and/or managers







- Profile photo is okay
- Banner photo is also ok
- Put more description to profile headline
- Add profile summary (bio)
- Add personalized job descriptions to current and previous roles: sometimes unclear distinction between company and your own responsibilities
- Request for recommendation from previous or current colleagues and/or managers
- Extra tip: Add connections to extend your network.







Maria Zesch · 2nd
Digital Enthusiast / Motivator / Passionate leader
Talks about #b2b, #diversity, #ecommerce, #leadership, and
#digitalislerung
Austria · Contact Info

TAKKT Group

WU (Wirtschaftsuniversität

Wien)

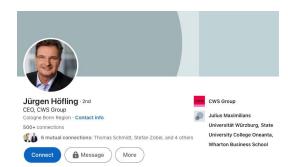
- Profile photo is good
- You may want to consider updating your banner photo
- It would be nice to add more description to profile headline
- Profile summary (bio) can be rewritten to become more personal and in a storytelling approach to be more interesting.
- Add job descriptions to current and previous roles (not only links)
- Request recommendations from previous or current colleagues and/or managers

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Profile-Specific Advice



- Profile photo needs to be adjusted slightly, not necessarily changing it.
- Add a profile banner
- Add more information to headline
- Add profile summary (bio)
- Add job descriptions on current role and previous roles
- Request recommendations from previous or current colleagues and/or managers
- Add education one by one and adjust highlights



3. Your LinkedIn Activity

Content & engagement



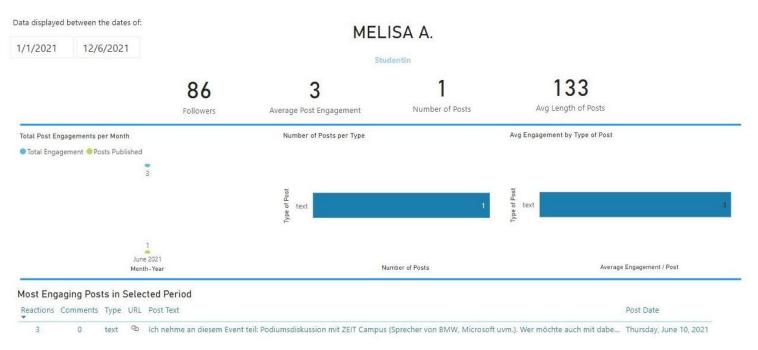


Last 11 months





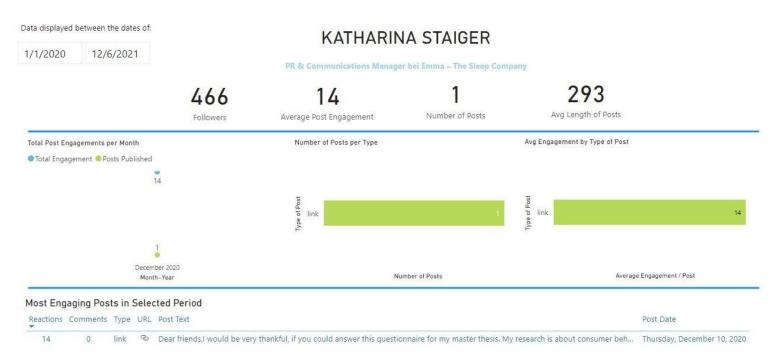






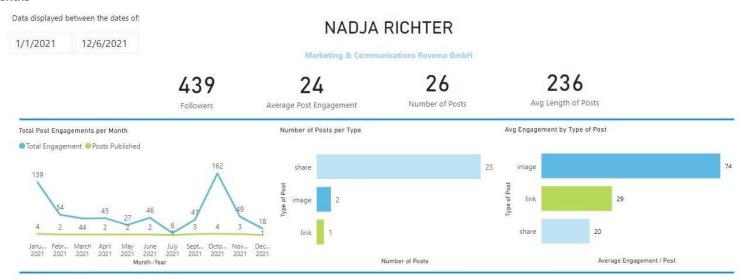


Last 13 months









Reactions	Comments	Туре	URL	Post Text	Post Date
71	8	image	@	Thank you guys for making this project another success story for ROVEMA: The clients are happy, our machines remain efficiently in pr	Sunday, January 10, 2021
64	4	image	ಾ	Looking forward to seeing you tomorrowlinno-tech Verpackungsmaschinen GmbH and Rovema GmbH share a booth at #fachpack, ha	Sunday, October 10, 2021
57	1	share	@	Proud and happy about a successful tradeshow appearance at #fachpackthank you Sandra Ulsamer for all your support!	Sunday, October 10, 2021
29	0	share	@	Meet us online on May 20th! #sustainablepackagingsolutions	Saturday, April 10, 2021
28	3	share	@	Welcome to the ROVEMA family!I am looking forward to meeting my new colleagues at Prins and innotechSebastian Klein Franz Hanie	Wednesday, February 10, 2021
27	2	link	@	Es ist immer schön Rovema GmbH Kunden zu treffen - mein letzter Besuch bei Bauck GmbH war besonders schön: DANKE Hannes Öhl	Thursday, June 10, 2021
27	2	share	ಅ	Proud and happy to actively accompany ROVEMA's sustainable transformation! I look forward to communicating our development in	Sunday, January 10, 2021
< 27	4	chara	G-1	Alwaye a placeura to can not only a great packaging machine, but also a custainable ways to use it!) Yes you can custable to recurlable a	Wadnacday Navambar 10 30







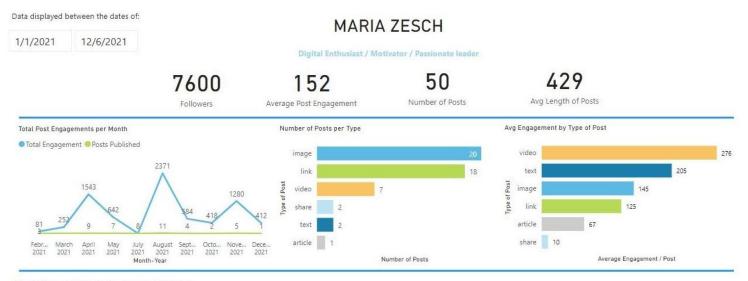




At CIME overview puts their heart and mind into quanthing they do I superior and this first, hand at the most recent Kaizen overt To

< 20





Most Engaging Posts in Selected Period

Reactions	Comments	Туре	URL	Post Text	Post Date
893	128	video	9	Today was my first official day as CEO at TAKKT Group. Together with our outstanding employees, business units, partners and shareh	Tuesday, August 10, 2021
871	260	link	@	Eine grosse berufliche Veränderung steht an: Der Aufsichtsrat der TAKKT Group hat mich heute zur neuen Vorstandsvorsitzenden des	Saturday, April 10, 2021
462	18	link	8	For a long-time I was sceptical if there is a real need for a #womensquota. But I changed my perspective: In business-context, we mea	Wednesday, November 10, 202
391	21	image	9	Is it the best time to travel? Due to Corona, due to Omikron? NO. Is it necessary to travel, to meet colleagues in person - despite Coro	Saturday, December 04, 2021
359	14	text	@	100 days ago, I started my role as CEO of #TAKKTgroup. It has been an exciting and intense journey so far: I toured around the globe t	Friday, November 19, 2021
312	5	image	@	Beim heutigen digital #TBreakfast mit Bundesminister Martin Kocher haben Andreas Bierwirth Werner Kraus und ich die Zukunft unser	Monday, May 10, 2021
302	10	video	0	After one month as CEO of TAKKT Group I am pleased to give you a short review: I visited nine of our companies in Europe and the US	Friday, September 10, 2021
250	10	imaga	(G)	On our way to Obsertation to any TAKKT Crown leadership conference. Given 9: Care. our medianters. and mycelf. Leaking form	Cundou October 10 2021



4. Writing a post

Principles & Strategies



Core pillars

Value creation

Great content is all about providing value to others through discussion, education, inspiration, or entertainment.

Before publishing, ask yourself: Why should anyone care?

Authenticity

Real connection happens on a human level. The best performing content is authentic - about your real thoughts, emotions, struggles, lessons. Sharing your personal story does not mean being unprofessional.

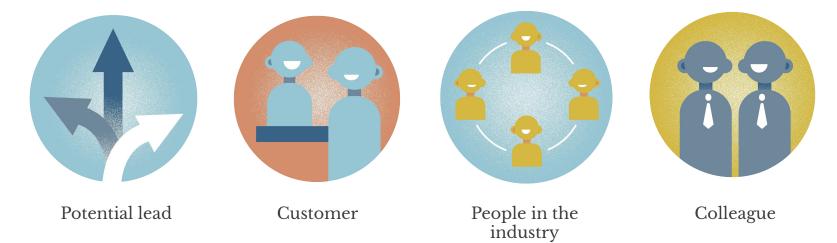
Before publishing, ask yourself: How well does this reflect me?





Know who you are talking to

- Before writing, make it clear who are talking to.
- It's okay to have different audiences for different posts.
- Tailor content to that audience.
- Make your content relatable (emotionally or rationally).
- Respect the intelligence of your audience (i.e. over explaining vs. under explaining)





4.1. Content Optimization

Getting the best from the LinkedIn Algorithm



Why it matters?

- The #s segment content into more specific topics, making them easier to find.
- People who follow specific #s are exposed to content listed under that # by LinkedIn
- The # should increase the chances of reaching people interested in the topic, both inside and outside your network
- Always 1 general # and 2 niche or subject specific #s





Relevant # ideas

- For your industry
- Your company
- The values you want to convey

#transformation #creatingvalue #circulareconomy

#enkelfähig

#genderequality

#diversity

#CWS

#drivingtransformation

#purposedriven

#socialresponsibility

#companyname



5 min.





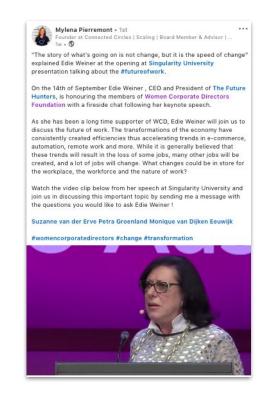
why and how?

It can be useful to mention other users in order to attract their attention and make them react quickly to your publication. ==> thus increasing the interaction rate and the visibility of the publication

You tag people by adding the **a symbol** in your message + typing their name.

- A small window appears as you type, allowing you to select the correct profile to tag.
- A full tag is the person's full name, including their last name. If you know the person well and prefer to use only their first name, you can make a full tag and remove the last name. The text of the tag will remain in black and bold.





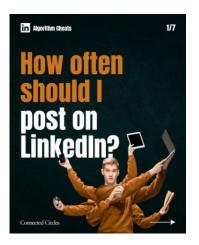


- A newsletter is a set of regularly published articles on LinkedIn, typically about a specific topic.
- Currently rolled out to those who have creator mode turned on and you meet the newsletter access criteria.
- To create a newsletter, click Write an article at the top of the homepage. This takes you to the publishing tool. If you have access, you'll see the Create a newsletter option here.
- You can leverage newsletters on LinkedIn to talk about a professional topic you're passionate about on a regular basis. LinkedIn members can subscribe to your newsletter to be notified about new articles you publish, allowing you to build and grow a regularly engaged audience.

Links https://www.linkedin.com/help/linkedin/answer/111414 https://www.linkedin.com/help/linkedin/answer/1144850 https://www.linkedin.com/help/linkedin/answer/111882 https://www.linkedin.com/help/linkedin/answer/111882

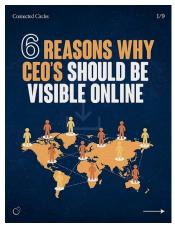


All you need to know about LinkedIn hashtags











Never stop learning

Follow
Connected
Circles on
LinkedIn



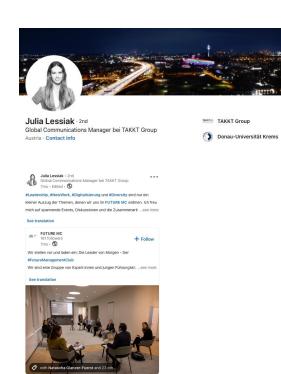
05. Practice session

Actions to take

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Profile-Specific Advice



Feedback on previous posts:

- Consider reflecting more thought leadership on your posts to showcase expertise on your professional topics.
- Avoid resharing from either a personal or corporate page. Rather make an original post with the content.
- In some situations, it might be better to avoid sharing links. Best to pick a relevant image from the article (if available) and use that for your post. The link to the article can be added at the end of the post or in the comments for readers to visit.

Content assignment :

Make a LinkedIn post of about 2-4 paragraphs on communication and sustainability engagement in 2022 or responsible environmental marketing communications. You can get insights from these articles (LINK, LINK).





Feedback on previous posts:

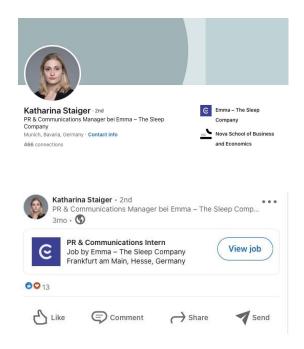
- Considering the strength of your profile, it would be advisable to start with personal posts / content to boost engagement.
- In some situations, it might be better to avoid sharing links. Best to pick a relevant image from the article (if available) and use that for your post. The link to the article can be added at the end of the post or in the comments for readers to visit.
- Give more personal context to your posts.
- Challenge yourself to start posting regularly to boost the visibility of your profile.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on a project or class assignment you have worked on, either alone or as part of a group. Even better if it is part of a group and linked to sustainability. Add relevant photos and tag the people in the photo.







Feedback on previous posts:

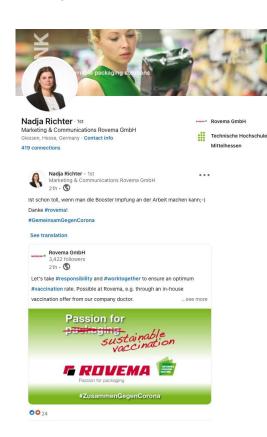
- Give more personal context to your posts.
- Start by posting more personal content to boost engagement.
- From there, you can elevate your posts by sharing thought leadership content.
- In some situations, it might be better to avoid sharing links. Best to pick a relevant image from the article (if available) and use that for your post. The link to the article can be added at the end of the post or in the comments for readers to visit.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on supply chain sustainability and stability. You can get insights from this article (LINK).







Feedback on previous posts:

- Consider including some personal content to your posts to balance the corporate / industry posts you share.
- Add more context to your posts.
- Avoid resharing from either a personal or corporate page. Rather make an original post with the content.
- In some situations, it might be better to avoid sharing links. Best to pick a relevant image from the article (if available) and use that for your post. The link to the article can be added at the end of the post or in the comments for readers to visit.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on packaging shortages in 2022 and related sustainability aspects. You can get insights from these articles (LINK 1, LINK 2).







Feedback on previous posts:

- Considering the strength of your profile, it would be advisable to start with personal posts / content to boost engagement.
- Rather than reshare posts from personal or corporate pages, you could use the material to make an original post for yourself.
- Always add personal context to your posts.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on sustainability and transformation of the Ruhr region. You can get insights from this article (LINK). Also interesting: Nat Geo recommends visiting the Ruhr region in 2022 (LINK).





Maria Zesch · 2nd
Digital Enthusiast / Motivator / Passionate leader
Talks about #b2b, #diversity, #ecommerce, #leadership, and
#digitalisierung
Contact info



TAKKT Group



Feedback on previous posts:

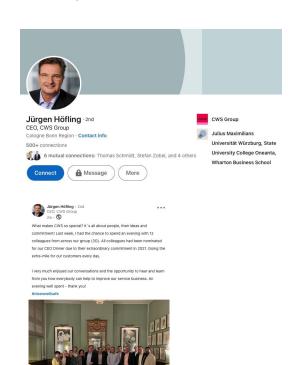
- Posts already very good: personal, good text, good visuals, regular posting times.
- Considering spacing your texts into paragraphs to make it much easier to read. (some posts already have this).
- Since you already post frequently, you can consider developing a content strategy, e.g., making a post series on digital topics, leadership or motivational content.
- You could consider starting a LinkedIn newsletter to reflect thought leadership on a topic you are very passionate about.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on sustainability and digitalization. You can get insights from this article (LINK).

Remember to include the **#Enkelfähig** hashtag





Feedback on previous posts:

- Good that you post regularly and with personal context.
- Add more hashtags and tags to posts.
- Since you already post regularly, you can consider developing a content strategy to establish your voice and build an audience.
- Avoid sharing links to articles. Best to pick an image from the article and use that for your post. The link to the article can be added in the comments for readers to visit.

Content assignment:

Make a LinkedIn post of about 2-4 paragraphs on the role of business in moving from linear to circular economies. You can get insights from this article (LINK).

Remember to include the #Enkelfähig hashtag

OPO Florian Funck and 187 others



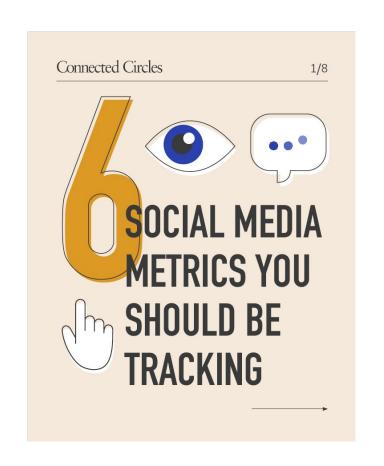
6. Measuring your progress

Social Media Metrics to track





- 02 Post engagements
- O3 Click-Through Rate (CTR)
- 04 Conversions
- 05 Followers / Connections
- Profile / Page views





7. Building your network

Targeted invitations





People you know

- Current or previous colleagues at work
- Current or ex school mates and professors
- Current or previous customers / partners
- People you met at events or social gatherings



People you don't know

- Find people you will attend events with
- Find people through groups
- Find people through targeted search
- Find people with mutual connections
- Always add an invite message



08. Commenting & Engaging

Building relationships



Interactions

- The purpose of social networks is to create interactions between you and other members
- Developing your network means interacting with other users
- Think about replying to comments, liking, sending private messages to your existing network but also to your targets and peers!
- Algorithms particularly appreciate high interactions and favor the diffusion of your publications



Your network, your company and the algorithm will appreciate it!

Build relationships

- The distribution of your post is over, it's all about meaningful conversations
- Commenting on others' posts is the best proactive way to be seen by the people who matter
- A great way to get the attention of your prospects.

Increasing the reach of content

- The success of your content's reach depends on your activity score.
- Higher activity score = greater content reach = better results
- Commenting on other people's content increases your activity score
- It also increases your chances of being seen by those people the next time you post.



Questions & debriefing



CONNECT WITH US



Timon TETE

Social Media Director | Trainer & Masterclass Instructor | Helping leaders, brands & teams leverage social media





Dona Azizi

Stakeholder Manager | Sustainability Professional | Utrecht University



Never stop learning

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