




## Alumni Instructions for Adding an Edwards Executive Education Certificate Badge on LinkedIn

Upon successful completion of an Edwards Executive Education program, you are eligible to add a Certificate Badge to your LinkedIn Profile.

To add your Certificate Badge:

- Login to your LinkedIn account
- Click the  Me icon at the top of your LinkedIn Homepage
- Click [View Profile](#)
- IF you have previously added a certificate, scroll down to the [Licenses & Certifications](#) Section and click on the + Add Button

IF you have never added a certification, you will need to click the

 Add profile section ▾

button on the top of your profile page. Scroll down to [Background](#) and click on the [Licenses & Certifications](#) section

- Complete the following fields:
  - Name = [Program Title](#)
    - i. Find a full list of Program Titles [here](#)
  - Issuing Organization = [Edwards Executive Education, University of Saskatchewan](#)
  - [No expiration date](#)
  - Issue date = [The completion date of the Program](#)
  - Credential ID = [leave blank](#)
  - Credential URL = [leave blank](#)
- Click save

Your LinkedIn profile now includes your Certificate Badge from Edwards Executive Education