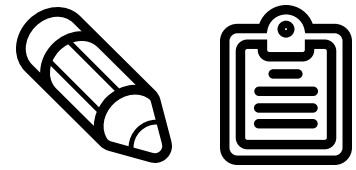


CREATING A BUSINESS CARD

TO LAND THE RIGHT JOB

A good business card is not just a tool for sharing your information. It is also a networking tool that allows you to connect and follow up with professionals in a meaningful way.

WHAT TO KNOW



AND HOW TO DO IT!

KEEP IT SIMPLE WITH THESE STEPS

1. Make sure all of your contact information is up to date. This should include your name (as you prefer to be called), an active e-mail address, your LinkedIn profile URL, and cell phone number.
2. Consider using the backside of your card to highlight your relevant experience, unique skills, credentials, degrees, etc. Or use the space to share your career tagline.
3. If you have professional social media accounts, a blog, or an online portfolio you can share those links and handles as well. At the very least, customize your LinkedIn URL and include that on your card as another way to connect with individuals.
4. Be creative! Leaving some white space is important, but you should also design your cards in a way that makes people want to reach out and learn more. There are multiple business card providers online or you can choose to design yours from scratch.



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