


How to Leave a Recommendation on LinkedIn



- Log into your [LinkedIn](#) account. *Don't have an account? [Click here to create one.](#)*
- [Click here to navigate to your Recommendations page.](#) (This can also be found on the site menu under 'Profile'...):

Home Profile Contacts Groups Jobs Inbox Companies News More

- On the Recommendations page, you will find the 'Make a recommendation' box:

 **Make a recommendation**

Name:

⋮ Enter a name OR select from your connections list.

Recommend this person as a:

- Colleague:** You've worked with them at the same company
- Service Provider:** You've hired them to provide a service for you or your company
- Business Partner:** You've worked with them, but not as a client or colleague
- Student:** You were at school when they were there, as a fellow student or teacher

Here you have two options to leave a recommendation...

1. By searching for the business/person's name & email address. *(Choose this option if we aren't already connected on LinkedIn.)*
 2. By choosing one of your [existing connections](#). *(Choose this option if we are already connected on LinkedIn.)*
- If we performed work for you, choose the 'Service Provider' radio button & click the 'Continue' button.

Create your recommendation

- Choose the position you're recommending me for, service category & year hired.
- Choose three attributes that best describes my service. (List provided)
- Write a brief recommendation (Written recommendation)
- Click the button and a message will be sent to me with your recommendation.

Thank you for leaving a recommendation.