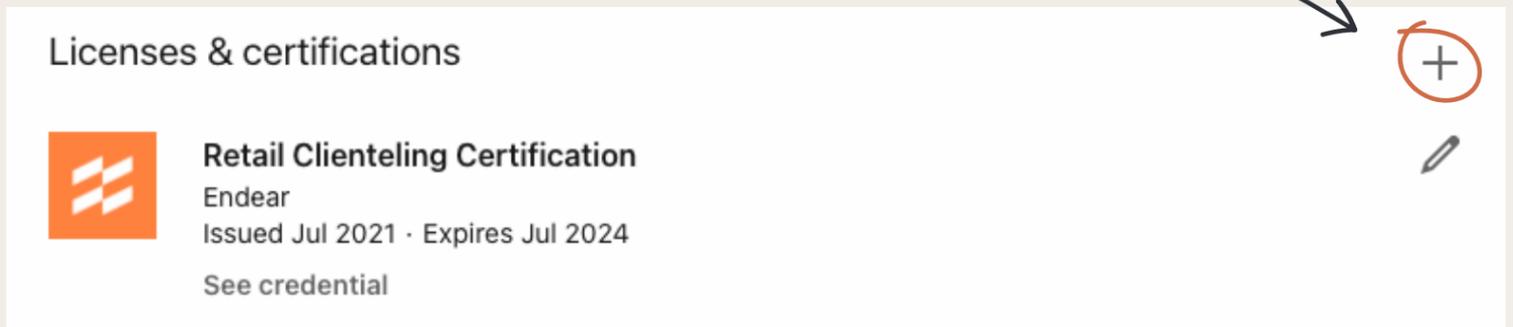# Instructions for Adding Your Certification to Your LinkedIn Resume

Step 1:

Head over to your LinkedIn profile and scroll down to Licenses & certifications.

Click on the plus "+" sign in the top right corner to add your new certification.

Licenses & certifications   +

Retail Clienteling Certification   ✎
Endear
Issued Jul 2021 · Expires Jul 2024

See credential

Step 2:

Enter the details of the certification as listed below:

Name: **Retail Clienteling Certification**

Issuing Organization: **Endear**

Issue date: **month and year you passed the test**

Expiration date: **3 years from the month and year you passed the test**

Credential URL: **https://endearhq.com/clienteling-course**

It should look similar to the example below. Click save and you're all set!

Edit license or certification   ✕

Name*

| Retail Clienteling Certification |

Issuing organization*

| ▧ Endear |

☐ This credential does not expire

Issue date

| July ▾ | 2021 ▾ |

Expiration date

| July ▾ | 2024 ▾ |

Credential ID

| |

Credential URL

| https://endearhq.com/clienteling-course |

(Delete license or certification)   **Save**