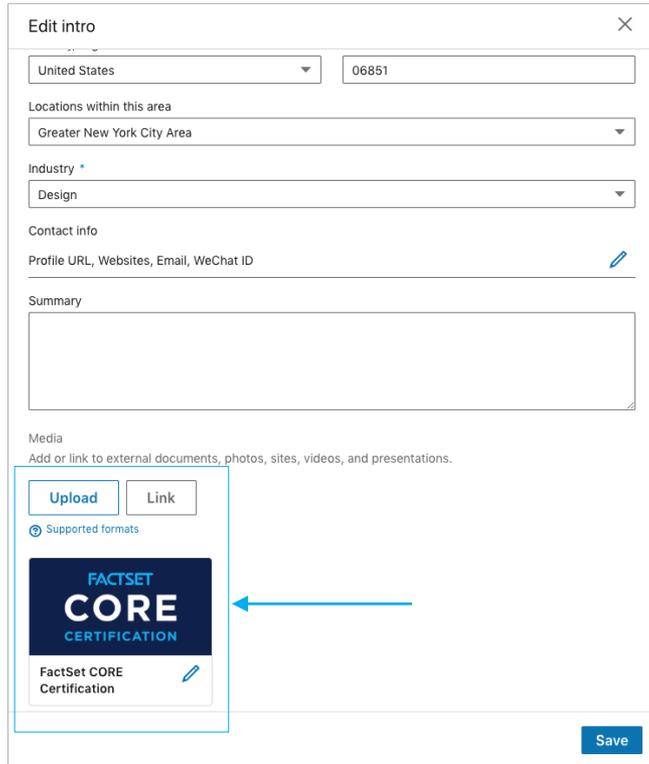


SEE THE ADVANTAGE > **FACTSET**

FactSet CORE Certification

# Adding the CORE Certification to the Top of your Profile



Edit intro

United States 06851

Locations within this area  
Greater New York City Area

Industry  
Design

Contact info  
Profile URL, Websites, Email, WeChat ID

Summary

Media  
Add or link to external documents, photos, sites, videos, and presentations.

Upload Link

Supported formats

FACTSET  
CORE  
CERTIFICATION

FactSet CORE Certification

Save

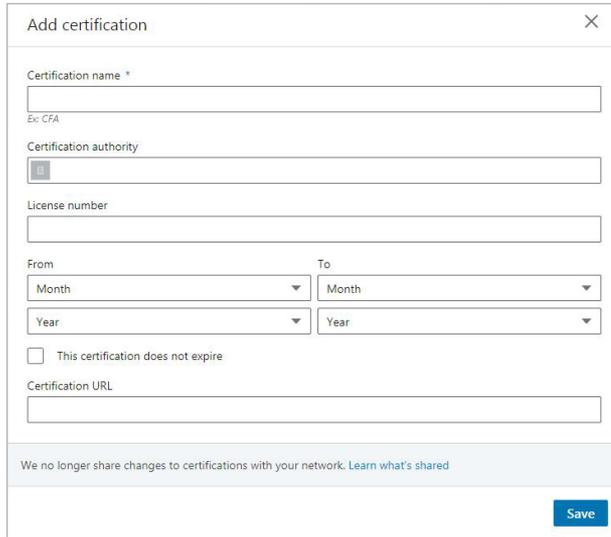
**Step 1:** Save the badge and certificate attached to the certification email.

**Step 2:** Add the certification to the top of your profile:

- Click the **Me** icon at the top of your LinkedIn homepage.
- Select **View profile** from the dropdown.
- Click the **Edit** (pencil icon) at the top of your profile to the right of your picture.
- Under **Media**, click the following option:
  - **Upload** – Upload the certification image from your PC. Select “factset\_core\_cert\_badge.jpg” and click Open to upload it to LinkedIn.
  - In the **Edit Media** pop-up window, edit the Title to read “FactSet CORE Certification.”
  - Click Apply at the bottom right of the pop-up window to upload your media sample.
  - Click Save.

The badge will appear in the Intro section near the top of your profile.

# How to Add the Certification in the Accomplishments Section of Your LinkedIn Profile



The screenshot shows a modal window titled "Add certification" with a close button (X) in the top right corner. The form contains the following fields and options:

- Certification name \***: A text input field with a placeholder "Ex: CFA".
- Certification authority**: A text input field with a small icon on the left.
- License number**: A text input field.
- From** and **To**: Two date pickers, each with "Month" and "Year" dropdown menus.
- This certification does not expire.
- Certification URL**: A text input field.
- A blue "Save" button at the bottom right.
- A footer note: "We no longer share changes to certifications with your network. Learn what's shared".

**Step 3:** If you do not have an Accomplishments section on your profile, click the blue “Add profile section” button under your name and title. Under “Accomplishments” click the + icon to add a Certification. Fill in the fields with the information below:

**Step 4:** If you already have an Accomplishments section, scroll to that section of your profile. Click the + icon, then select Certification. Fill in the fields with the information below:

**Certificate Name:** FactSet CORE Certification

**Certification Authority:** FactSet *(The FactSet avatar will automatically populate for you, but you must use “FactSet” as the Certification Authority.)*

**License Number:** Leave this field blank

**From / To:** Today’s date to present.  
The certificate does not expire.

**Certification URL:** Paste this URL into the field:

[https://insight.factset.com/hubfs/Website\\_Logos%20and%20Icons/factset\\_core\\_certification.jpg](https://insight.factset.com/hubfs/Website_Logos%20and%20Icons/factset_core_certification.jpg)

Click Save. You’re done!