### Step 1: Download the kitemark

<u>https://drive.google.com/file/d/10NICTFypAMcfMQyX40KFWhmlewP</u> <u>NOIbW/view?usp=sharing IoD Code of Conduct for Directors kitemark</u> <u>LinkedIn (1).png</u>

### Step 2: Access Your LinkedIn Profile

- Go to LinkedIn's website: <u>www.linkedin.com</u>
- Make sure you're logged in to your account.
- Go to your profile page.

### Step 3: Add a New Profile Section

• Click on the "Add profile section" button.



### Step 3 (continued):

- Select "Recommended" from the list of options.
- Choose "Add licenses & certifications".

		See v	vho's hiring
Better	Add to profile	<	
Caroline Smith @ (She/He	Core ~		FON SE
	Recommended Completing these sections will increase your credibility and give you access to more opportunities		
Company Director, Company na London, England, United Kingdom - Contac 415 connections	Add featured Add licenses & certifications	Pages	people also viewed
Open to Add profile section	Add projects		Cars and Insurance 80 followers
Show recruiters you're open to work — control who sees this.	Add courses		(+ Follow)
Get started	Add recommendations	-	Another optional page Cars and Insurance 120 followers
Analytics	Additional	·	+ Follow
Private to you			A third optional page

### Step 4: Fill in the details

- Name: Committed to the Code of Conduct for Directors
- Issuing Organization: Institute of Directors (IoD)
- Credential URL: You can leave this blank or add the link to the IoD Code of Conduct webpage: <u>https://www.iod.com/news/policy-and-governance/iod-code-of-conduct-for-directors/</u>

Add license or certification	on			×
* Indicates required				
Name"				
Committed to the Code of Conduc	t for Directors			
Institute of Directors (IoD)				
Issue date				
Month	*	Year		*
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creating in				`
Credential URL				
https://www.iod.com/news/policy-	and-governance/ic	d-code-of-cond	luct-for-directors/	
Skills				
Associate at least 1 skill to this licens	e or certification. I	t'll also appear i	n your Skills section.	
+ Add skill				
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Nedia			1	
Add media like images, documents,	sites or presentatio	ons. Learn more	about media file types s	supported
+ Add media				
				Save

### Step 5: Add the kitemark image

- Click on the "Add media" button.
- Select "Add a link".

Add license or certification $\qquad \qquad \qquad$	Add license or certification X		
* Indicates required			
Name*	Credential ID		
Committed to the Code of Conduct for Directors			
Issuing organization*	Credential URL		
Institute of Directors (IoD)	https://www.iod.com/news/policy-and-governance/iod-code-of-conduct-for-directors/		
Issue date Month  Year  Expiration date  Month Year Year	Skills Associate at least 1 skill to this license or certification. It'll also appear in your Skills section.		
Credential ID	Media Add media like images, documents, sites or presentations. Learn more about media file types supported		
Credential URL	+ Add media		
https://www.iod.com/news/policy-and-governance/iod-code-of-conduct-for-directors/	Add a link		
Skills	Use for videos, articles, and websites		
Associate at least 1 skill to this license or certification. It'll also appear in your Skills section.	Add media Upload pictures, presentations, or		
Media Add media like images, documents, sites or presentations. Learn more about media file types supported + Add media	Save		
Save			

• Paste the link:

https://www.iod.com/app/uploads/2024/10/IoDCodeofConductbadge19 20x1920-4fbf41146d0e10f4213ab2da5a96d340.png

- Click "Add".
- Add title "IoD Code of Conduct Kitemark".
- Click "Apply" and then "Save".

Paste or type a link to an article, file or video.           https://www.iod.com/app/uploads/2024/10/ioDCodeofConductbadge1920x1920-4fb/41146d0e10         Add           Title*         IoD Code of Conduct kitemark           Description	Expiration date          Month       Year         Credential ID         Credential URL         https://www.iod.com/news/policy-and-governance/iod-code-of-conduct-for-directors/         Skills         Associate at least 1 skill to this license or certification. It'll also appear in your Skills section.
Thumbrail ORMNITTED TO THE OTHER	+ Add skill Media Add media like images, documents, sites or presentations. Learn more about media file types supported + Add media IoD Code of Conduct kitemark

### Step 6: Share to LinkedIn

• Click "Next" (or "Skip" if you do not wish to add to your feed).



- Click the pencil icon to edit the image.
- Click the 'X' icon to remove the default image.
- Click "Add a photo" and navigate to the image downloaded in Step 1.



### Step 6 (continued):

Click "Next"



- Paste the following suggested copy into the post field:
- I'm proud to commit to the Institute of Directors' (IoD) Code of Conduct for Directors. This code sets a high bar for ethical leadership, and I believe it's crucial for fostering strong corporate governance.
- Click "Post" and you're done!

