

# Professional Networking Safety for Women

Navigate your professional network with confidence and security.  
Essential strategies to protect your privacy while building meaningful  
career connections.



# LinkedIn Safety Essentials

## Protect Your Profile

Your LinkedIn profile is a powerful career tool, but it requires thoughtful privacy management. Review your settings quarterly to ensure your information stays secure while remaining professionally visible.

- Control who sees your connections list and activity
- Limit profile visibility to signed-in members only
- Turn off activity broadcasts for sensitive updates
- Use a professional photo without metadata



# Smart Privacy Settings

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## Profile Viewing Options

Choose "Private mode" when researching companies or contacts. This prevents others from seeing you've viewed their profile and protects your job search privacy.

2

## Contact Information

Keep personal email and phone numbers private. Use LinkedIn messaging for initial contact, sharing direct details only after vetting connections.

3

## Location Settings

Display your city or region, not your exact address. Avoid posting about your location in real-time or sharing routine patterns.

4

## Search Engine Visibility

Consider whether you want your profile visible on Google. Disabling public visibility adds a layer of privacy for sensitive career transitions.

# Evaluating Connection Requests

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01

## Review the Profile Thoroughly

Check for complete information, mutual connections, work history, and endorsements. Fake profiles often lack detail or have recently created accounts.

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02

## Verify Professional Context

Look for a personalized connection message explaining how you're connected. Generic requests without context are red flags.

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03

## Trust Your Instincts

If something feels off, it probably is. You're never obligated to accept a connection request, regardless of the person's position or credentials.

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04

## Monitor Your Network

Regularly review your connections and remove anyone who makes you uncomfortable or whose profile seems suspicious.

# InMail and Messaging Safety

## Recognize Warning Signs

- Messages that are overly personal or flattering
- Requests to move conversations off-platform quickly
- Pressure to share personal contact information
- Job offers that seem too good to be true
- Requests for financial information or transactions

Report inappropriate messages immediately using LinkedIn's reporting tools. The platform takes harassment seriously and investigates all reports.

## Best Practices

Maintain professional boundaries in all communications. Keep initial conversations on LinkedIn's platform where they're documented and protected.



Before sharing your personal email or scheduling a call, verify the person's legitimacy through mutual connections or company websites.

# Conferences and Networking Events

## Before the Event

- Research attendees and speakers
- Share your location only with trusted friends
- Prepare a professional business card without home address
- Plan your transportation in advance

## During the Event

- Stay in public, well-lit areas
- Trust your instincts about conversations
- Keep beverages in sight at all times
- Use the buddy system when possible

## After the Event

- Follow up via LinkedIn before sharing personal contact info
- Be selective about accepting connection requests
- Remove name badges before leaving the venue
- Review photos before being tagged on social media



# Online Portfolio Protection

## Control Your Digital Footprint

Use separate professional email addresses for your portfolio and social media. Implement contact forms instead of displaying your email publicly to prevent spam and unwanted contact.

## Watermark Your Work

Protect your intellectual property by watermarking images and work samples. Include copyright notices and terms of use on your portfolio pages.

## Monitor Your Portfolio

Use analytics to track who visits your site and set up Google Alerts for your name. Regular monitoring helps you stay aware of your online presence and reputation.

# Your Professional Networking Safety Checklist

- Review LinkedIn privacy settings quarterly
- Use private browsing mode when job searching
- Vet connection requests thoroughly before accepting
- Keep conversations on-platform initially
- Never share financial or sensitive personal information
- Report inappropriate messages immediately
- Use professional contact methods only
- Trust your instincts always



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