



Step-by-Step Instructions To Add The *FIRST*® Logo To Your Resume, LinkedIn and Tallo Profiles

Add *FIRST*® Logo To Your Resume

1. Download the *FIRST* logo from the *FIRST* website:
<https://www.firstinspires.org/brand>
2. Include the logo and then the text
3. You can use either the vertical or horizontal logo

Add *FIRST* Logo To LinkedIn Profile:

1. Experience Section

1. Click on the plus sign in the Experience area
2. Click 'Add Position'
3. In the 'Company Name' field, type '*FIRST*'
4. Continue to add the details of your experience

2. Volunteer Section

1. Click on the plus sign in the Volunteer Experience area
2. In the 'Organization' field, type '*FIRST*'
3. Continue to add the details of your experience

Add *FIRST* Logo To Tallo Profile:

1. Digital Badge

- a. Go to the **Badges** section on your profile
- b. Click the **Edit** icon or select **Add An Entry** if you haven't requested or earned any digital badges yet
- c. In the **Request A Badge** section, search for "*FIRST*" to see the badges available
- d. If you would like to request the badge, select **Request Badge**
- e. You may be asked a few questions through a verification process created for that badge
- f. After you have gone through the badge verification process, click **Submit Request**

2. Add *FIRST* as an organization

- a. Go to the Memberships, Extracurricular Activities & Hobbies section of your profile
- b. Click either the Add An Entry button or the "+" icon in the section banner
- c. Select Organization or Club from the provided options
- d. Type in "*FIRST*" and select For Inspiration and Recognition of Science and Technology - *FIRST*
- e. Add the start date and end date of your involvement with *FIRST*. If you are currently participating, you can check the To The Present box
- f. Add a description of what you've done or are doing within *FIRST*
- g. Add how much time you spent participating in *FIRST*
- h. Add a description of what you've learned from your involvement with *FIRST*
- i. Choose a soft skill that you've developed the most by participating *FIRST*
- j. If you have any files, projects, or web links that showcase your involvement with *FIRST*, you can add them to the Supporting Files & Links Section
- k. Click Save

3. Add *FIRST* awards, honors, or accomplishments:

- a. Go to the Accomplishments section of your profile
- b. Click either the Add An Entry button or the "+" icon in the section banner
- c. Select Award or Honor from the categories shown
- d. Type in the name of the award, honor, or accomplishment (e.g., *FIRST* Championship Alliance Captain)
- e. Add where you earned the award, honor, or accomplishment (e.g., *FIRST*)
- f. Add the date when you earned the award, honor, or accomplishment (month, year)
- g. Add a description of what the award, honor, or accomplishment is for
- h. If you have any files, projects, or web links that showcase your award, honor, or accomplishment, you can add them in the Supporting Files & Links Section
- i. Click Save