

CHECKLIST

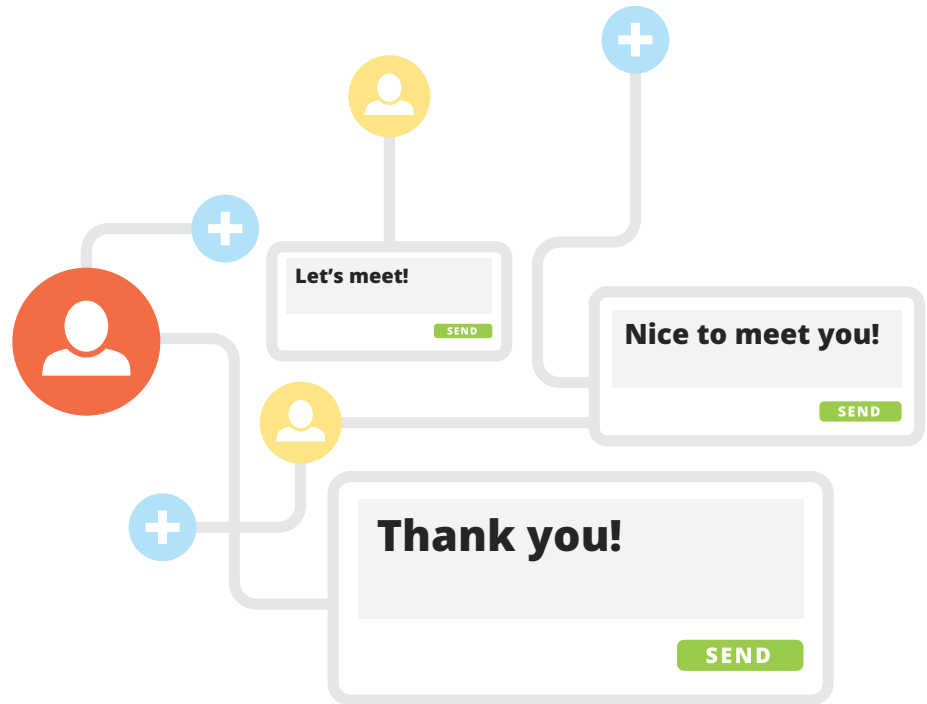
Grow Your LinkedIn Network Faster with These 4 Time-Saving Tools



It's not always easy to find time during the week to build your network on LinkedIn.

These four tools will help keep you organized and cut down on manual tasks.

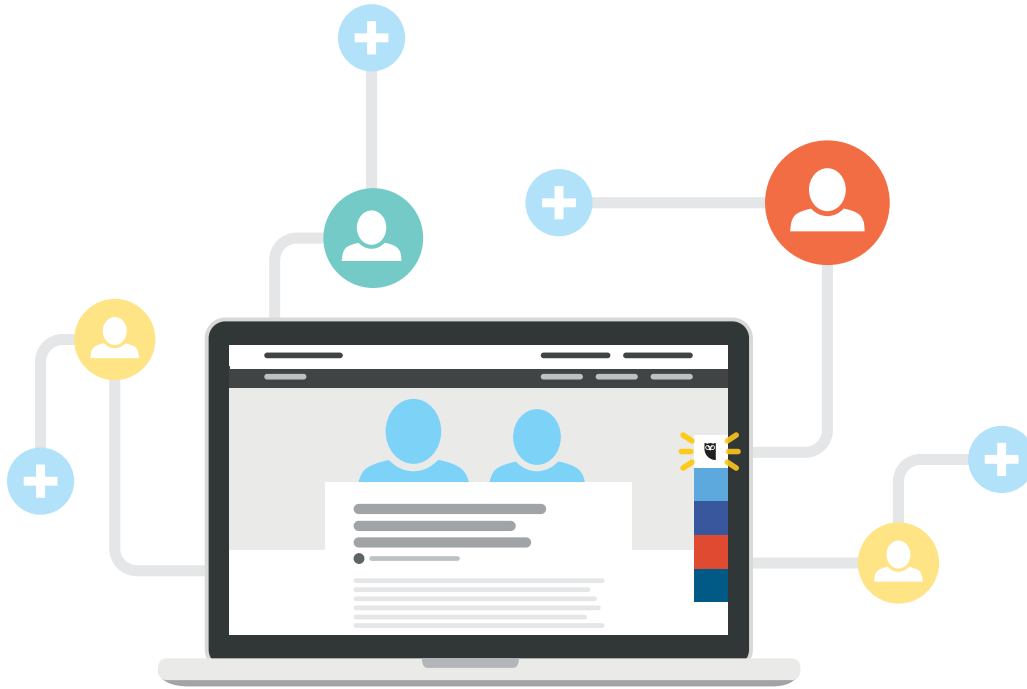




Save time connecting with prospects.

If you work in sales or marketing, you likely send the same LinkedIn messages or similar variations a few times a week. [This Chrome extension](#) will save you from having to write the same messages again and again.

You can save commonly used messages such as thank-you messages to new customers, marketing resources, or prospecting messages. [TextExpander](#) is another option for Mac users.



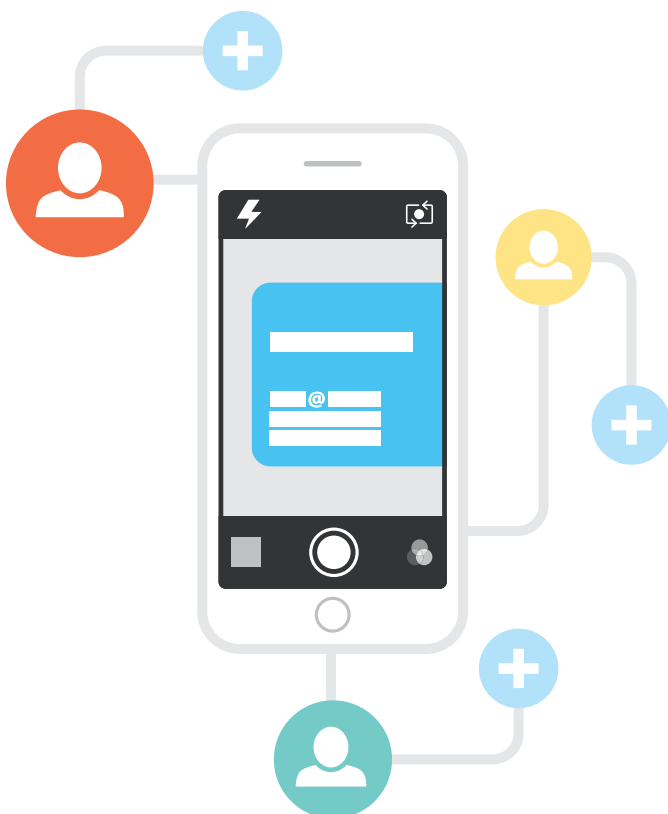
Share your Sunday reading (on Monday).

Let's say you're browsing The New York Times while drinking your Sunday coffee. You read an interesting article about your industry. With Hootsuite's free tool Hootlet, you can share and schedule LinkedIn posts without leaving your browser. Just click Hootlet while reading an article and you can quickly schedule a LinkedIn post. [Get Hootlet free here.](#)

Never lose a business card with Evernote and LinkedIn.

[Evernote's integration with LinkedIn](#) makes it easy to remember new business contacts. Snap a photo of a business card with Evernote on your phone. Select "Save as Business Card". Evernote will search LinkedIn for the email address found on the business card.

You can now create a searchable note about your new contact. Note: you'll need an Evernote Premium account to access this feature.



Say interesting things on LinkedIn, every day.

With [Hootsuite Suggestions tool](#), you can schedule a week's worth of LinkedIn updates in about three minutes.

Hootsuite Suggestions provides a constant stream of topics, articles, and trending content related to your industry. Just pick an article, click to schedule, and it will automatically be published on LinkedIn.

You need a subscription to Hootsuite Pro to get access to Hootsuite Suggestions. [Start your free trial here.](#)



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