

# A Complete Checklist to Curate Your Profile

## Content

Key areas	Check list	Details
Make your profile professional	Professional qualification	
	Teaching experience	
	Parenting experience	
	Education background	
	Additional professional background	
	Additional professional skills	
	Others	
Make your profile unique	Hobbies and passions	
	What's special about your background	
	What's special about your neighbourhood	
	What's special about your community	
	Others	
Make your profile tick	Is there anything to connect you and the students/parents you interact? Food you like, movies, you watched, books you read, places you travelled to, music and dance you like, pets and plants you have, etc.	

### Notes:

- If you want to find out more about how Chinese families choose and evaluate online English teachers, join our workshop : <http://www.improveyourbookings.com/workshops>
- Got further questions? Please email [admin@improveyourbookings.com](mailto:admin@improveyourbookings.com)

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## Medium

Key areas	Check list	Details
Text	Have you conveyed your key messages through text in English?	
	Have you asked a native Chinese speaker to check if the Chinese text reads well?	
Photo	Are you able to convey some key messages through your photo(s)?	
	Have a natural light source next to you or in front of you while taking photos	
	Choose a functional and visually appealing backdrop	
Video	Are you able to convey some key messages through your video?	
	Have a natural light source next to you or in front of you while filming videos	
	Have little background noise	
	Avoid a busy and cluttered background	
	Record the video at your eye level	
	Make sure you speak clearly and loudly to record your audio at highest quality	

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