

October 4, 2007

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### Welcome to SpeedNetworking

#### <u>Agenda</u>

- Quick review of emergency information
- Review of Networking
- Instructions for SpeedNetworking
- Wrap up and experience sharing as time allows

Please turn off all cell phones and other communication devices. We all thank you!

# Networking... just a catch word?

Networking takes you down new roads, offers opportunities, and can help you decide which path to take.

It is ongoing. It does not stop today.



### The Power of People

Networking by Debbie's definition is:

- The process of creating connections between people to do such things as:
  - Solve problems, gather information, help friends or get job leads.
  - It is a reciprocal process involving giving by both parties.
  - The real key is becoming known as a trusted and gracious person—someone that others are delighted to interact with.

Fundamental rules of networking:

- Nobody likes or respects an opportunist.
- Since networking is about the exchange of resources, be thinking about what you can "give" to your contacts.
- Never burn your bridges
- Other tips:
  - ▼ Be the first person to introduce yourself.
  - ▼ Follow up or follow through!
  - ▼ Do something thankless.
  - ▼ Set a goal—call one of your contacts once a month to just say hi.



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## No need to network... I've got email!

We live in a fast-moving world that allows us to interact virtually with almost anyone. Without technology such as e-mail, social networking and blogs, we would have a more difficult time connecting with people on a regular basis.

While technology is great for maintaining relationships, it doesn't replace face-to-face communication. In order to fully connect with people, you need to see them in person from time to time.



## Friendly Four

- Give a Good, Firm Handshake
- Display Good Eye Contact
- Good Listening
- Speak With Confidence, Clarity

### Are you ready???

#### DO

- Realize that this is SpeedNetworking.
- # Feel comfortable.
- Exchange business cards if you brought them with you. Make notes on the back of others' cards to help remember details.

#### DON'T

- Leave! Try to be courteous to other participants. Networking takes at least two people!
- Feel awkward, we're all learning.
- Pass out unsolicited resumes.

### Are you ready???

#### DO

- Explain what you do in under 30 seconds. People can often lose interest if you drag on explaining what you do. Let them ask questions to learn more.
- Listen.
- Rotate when you are informed to do so.

#### DON'T

While this may turn people off, this could also make you miss out on learning about something that is of interest to you.



If you hit a bump in the road....

Share a secret tip or keyboard shortcut that you know.

Are you an organized person, or proud of a messy desk?

What makes a good manager or boss?

Do you have any tips on work life balance to share?

Is this your first EAG conference?



## Keep building the relationships. Give to Get!

What can you do to reconnect with your current database, which is your most valuable asset in business, and actually have them call you back and want to talk to you? What can you say that will make most of them want to make time to reconnect?

It's simple. Just find out what they need right now and then offer to give it to them. How? Instead of "let's catch up," e-mail them something along the lines of this:

"We haven't talked for a while. It would be great to touch base briefly on the phone. I'd like to hear what you're up to these days and also learn about the connections you're currently trying to make. Once I learn more, I might be able to help you find a client, referral source or whoever else it is you're looking for right now. What does your schedule look like over the next week or two for a phone call?"



## Keep building the relationships. Give to Get!

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## Keep building the relationships. Give to Get!

Look closely at what you just said:

- "...briefly on the phone..." (you're respecting their valuable time)
- "...connections you're currently trying to make..." (what they need now)
- "...once I learn more..." (a reason to talk to you to get the help they need)
- "...help you find a client, referral source or whoever..." (you're covering all the bases)
- "You" and "you're" are the predominant words. It's all about them.

Put yourself in their shoes. What would your response be to that e-mail?