

Awkward Networker™ Presents...

5-Minute Networking Prep Guide

Audience

Before leaving for the event, take a minute to research the industries represented, companies/key people in attendance, and venue. This preparation will breed confidence, knowing that you will be ready for whoever is on the other side of that door.

- In general, who will be in attendance (ages, industries, companies, etc.)? _____
- What brings this group together? _____
- What might they find interesting? _____
- Who do you want to meet? _____
- How do you plan to meet these people? _____
- Will any friends or colleagues be in attendance? _____

Purpose

Spending a minute thinking about your purpose for attending a particular event will not only make you less awkward at the event, but it will also yield a greater return for you and your true purpose.

- How did you get invited? _____
- Why are you attending? _____
- What do you hope to gain? _____
- What do you hope to give? _____
- What are your career goals this year? _____

Questions

Before each event, think of two questions that are specific enough to the audience to be original, yet open-ended enough to invoke conversation.

- Question #1 _____
- Question #2 _____