TOP TIPS FOR NETWORKING

• **ARRIVE PROMPTLY:** As a first attendee, you'll notice that it's calmer and quieter – and people won't have settled into groups yet. It's easier to find other people who don't have conversation partners yet.

• **PRESENTING YOURSELF:** Don't act too informal or familiar! Be open and forward, but not pushy. Dress smartly.

• **ASK EASY QUESTIONS:** To get the conversation started, simply walk up to a person or a group, and say, "May I join you" or "What brings you to this event?"

• **SMILE:** It's a simple – but often overlooked – rule of engagement. By smiling, you'll put your nervous self at ease, and you'll also come across as warm and inviting to others.

• **THE CONVERSATION:** People love talking about themselves, so ask plenty of questions, and show a real interest in what they say! Don’t feel like you need to stick to business – chat about shared interests, sports teams, or television! Prepare your personal 'pitch' before you arrive.

“Brilliant networkers are rarely born that way. They didn't emerge from the womb being able to do small talk, keep in touch with people and grow their network – they still needed to learn how.”

Steven D'Souza, Brilliant Networking: What the best networkers know, do and say.