



BE A NETWORKING NINJA!

A One-hour Webinar

What do you think of when you think of networking?

1. What are you **looking for** when you are networking?

- a) _____
- b) _____
- c) _____
- d) _____

2. Where or with whom might a person network?

FOR YOUR PERSONAL NETWORK:

FOR YOUR LIBRARY:

- a) _____
- b) _____
- c) _____
- d) _____

- e) _____
- f) _____
- g) _____
- h) _____

List 3 events you could network at and/or 3 organizations you could network within:

List 4 people with whom you could network:

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List several topics of interest about your library that you could use to generate curiosity when networking:

How might YOUR personality influence how / when / where you network?

What might you say when networking? Create your "elevator speech:"

List one question you might ask someone to get a conversation started – picture a specific event or organization if that makes it easier.

HELPFUL TIPS REGARDING NETWORKING

- 1) _____ is usually most effective, followed by _____ and _____.
- 2) _____ helps you meet others with similar interests.
- 3) Keep _____ handy at all times.
- 4) Recognize that a chance meeting could be an opportunity to network; _____ appropriately.
- 5) Consider what you can do _____.
- 6) Ask _____ questions.
- 7) Always _____ your contacts.
- 8) Keep track of your networking _____.
- 9) _____ with referrals.

- 10) Be: _____

- 11) _____ networking activities.
- 12) Be sure to use a _____ email address.
- 13) Request others' _____.
- 14) Set _____ regarding something of interest to you within the library field.
- 15) Remember that networking is about _____.
- 16) _____ often feel comfortable networking, but they may need to focus on the _____ of their networking:
- a) consider seeking _____ events
 - b) don't feel a need to _____
 - c) _____ in a meaningful way
 - d) be aware of the effect of your _____
 - e) speak _____
 - f) maintain _____
- 17) _____ sometimes dread networking and may need to be _____:
- a) consider _____ networking
 - b) focus on _____ gatherings
 - c) network _____ when appropriate
 - d) talk to _____ people when at large gatherings
 - e) find something _____
 - f) set a _____

So...WHAT WILL YOU DO FROM TODAY'S SESSION TO BECOME A NETWORKING NINJA??
