



# NETWORKING FOR SUCCESS

A 60-minute Webinar

*What do you think of when you think of networking?*

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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:**

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_
- f) \_\_\_\_\_
- g) \_\_\_\_\_

**FOR YOUR LIBRARY:**

- h) \_\_\_\_\_
- i) \_\_\_\_\_
- j) \_\_\_\_\_
- k) \_\_\_\_\_
- l) \_\_\_\_\_
- m) \_\_\_\_\_
- n) \_\_\_\_\_

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

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**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:**

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

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**What might you say when networking? Create your “elevator speech.”**

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

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### **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 MAKE YOUR NETWORKING A SUCCESS?**

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