

Erich Kurschat's Top 10 Tips for Effective Networking

1. There's no need to meet every single attendee and stay for an entire [event](#). Commit to staying long enough to make at least **one meaningful connection** with someone.
2. Position your **nametag** on the right side of your chest. That makes it easier to see when going in for a right-handed handshake!
3. Speaking of handshakes, practice yours! A **confident handshake and genuine smile** are examples of [non-verbal communication](#) that make a lasting impact.
4. Volunteer to **work the door**. You may be given access to a guest list in advance so that you can anticipate whom you'll meet and what you'll have in common!
5. Consider completing an [Everything DiSC assessment](#) to better understand your own natural preferences, as well as how to connect more effectively with others.
6. People may or may not remember how you answer the question, "What do you do?" However, they *will* remember the **personal stories** you tell. Have one or two ready to share!
7. Tired of small talk? Transition from *what* people do to **why** they do it. Exchanges will become more memorable, and you'll know better if/how you can be of value along the way. (ALTERNATIVE: Identify points of commonality, and start there!)
8. **Listen actively** with the expectation that you will be introducing the person to someone else over the course of an event. You will be perceived as attentive, interested, and of service when you finally do get around to [connecting people](#)!
9. After meeting someone, jot down **key details** on the back of his/her business card (or within a note on your phone) so that you can easily recall your conversation following an event.
10. Need a **graceful exit**? Mention that you've committed to meeting 5 new people and you need to be moving along!

The Process

- Introduction / Value Statement [*Know Yourself*]
- Active Listening [*Learn About Others*]
- Meaningful Questions [*Demonstrate Interest*]
- Final Ask [*Establish Next Steps*]
- Record Keeping [*Systematic Follow-up*]

BONUS: Pretend that you are the host! To be clear, don't actually SAY that you are the host if you aren't. Rather, **be intentional** about making others feel welcome, as if you are the reason that everyone has come together. It may give you that extra bit of confidence that you need to make a positive first impression!

For more information on effective networking and much more, visit www.harmonyinsights.com!