



The Art of Networking

Workshop Duration: 1 Day

Facilitation in English

Workshop Description

Does the thought of professional networking make you nervous? Are you intimidated when you walk into a networking event? By thinking through your goals and developing your game plan in advance, you will feel more comfortable and confident at your next live networking opportunity.

Research shows that building and maintaining business and personal networks can make or break a business or career. To maximise business opportunities or increase your personal networks, learning how to network effectively is essential. The professional relationships you build can introduce you to a wide range of information and opportunities, yet many people resist networking because they don't understand or are uncomfortable with the concept.

In this interactive workshop you will develop core networking skills and learn how to use a step-by-step process to create business and personal networks. You will learn to increase your influence and persuasion skills and generate more business referrals to harness the exponential power of networks.

Who Should Attend

Management teams, sales representatives and public relations personal who want to polish their networking skills in order to build business and career prospects.

What You Will Learn

- Overview of networking - what it is and what it isn't
- Develop a winning handshake
- Body language - the hidden messages you may be sending
- Find out how to maximize your skills by meeting the right people and asking the right questions
- Use techniques to determine your networking goal
- How to introduce yourself and what to say
- Recognize if the person you are talking with is a decision maker
- Effective ways to end a conversation
- Follow up techniques
- Best times to call or meet
- How to script a message before the call or meeting
- Learn how to determine your next steps
- You have a collection of cards, some new and some old. Now what? Learn how to manage your contacts and develop profitable business relationships for all.
- Discover how to reconnect with contacts from the past



At the end of this workshop, you will:

- Experience the power of networking
- Create the right mindset when networking at events
- Gain a competitive edge with refined networking skills

Other Features:

This highly interactive workshop includes both partner and group exercises. Participants practice their newly acquired skills by applying them to their own simulated job environments therefore enhancing the transfer of skills learned.