# STANFORD NETWORKING EVENTS

# **ATTENDEE TIPS**

#### **Before the Event**

- Register to attend your local <u>Stanford</u> <u>Networking Event</u>.
- Review the "Look Who's Coming List" on the event registration page to see who you may want to approach at the event.
- If there is a large attendee list, reach out to other attendees in advance to secure some face-to-face time at the event.
- Update your profile in the Stanford Alumni <u>Directory</u> for other attendees to see.
  Stanford Networking Events are an opportunity to strengthen and grow your Stanford network.
- Update your LinkedIn profile.
- Join the official <u>Stanford University Alumni</u> <u>LinkedIn group</u> to connect with other alumni prior to the event and to facilitate follow-up.
- Invite your local Stanford friends and alumni colleagues to attend Stanford Networking Events with you.
- Spread the word on social media. Post that you will be attending. Ask if others are attending.
- Visit <u>Stanford CareerConnect</u> to polish up on the professional tools available to facilitate your professional growth.

### **During the Event**

 You've made it to a Stanford Networking Event! On your own? No worries. Many

- attendees arrive by themselves and enjoy the rest of the event surrounded by their Stanford family.
- Network! If you're shy, just smile, ask questions to give others an opportunity to talk, and remember that everyone is there to connect and meet new people.
- If it's a large event, focus on spending time with key individuals who have some connection with you. Don't worry about meeting everyone.
- Exchange contact information with attendees by cell phone bumping, sharing business cards, or connecting on LinkedIn through your smart phone.
- Enjoy social media? <u>Tweet</u> about the event!
- And most importantly, have fun!

## **After the Event**

- Follow up with new contacts through the Stanford Alumni <u>Directory</u> and/or <u>LinkedIn</u>.
- Strengthen new connections by providing them with value: interesting articles, professional opportunities, job posts, introductions...
- Post about the event on the Stanford CareerConnect <u>Facebook</u> page and <u>Twitter</u>.
- Help make the next event even better! Share your impressions or feedback with the event organizer listed on the registration page.