

## Networking in Business and Science: Conferences, Contacts & Connections

Being able to establish and maintain contacts within your professional or research community is a critical skill, whether you work in business, industry or academia. Having an active network of professional contacts can lead to important new projects, interesting collaborations, job offers and even friendships with people who have shared interests.

Yet many doctoral students and young scientists do not know how to -or lack the confidence to- approach and establish connections with people who are further along in their career. Many doctoral students attend professional conferences and meetings, but do not make the most of these opportunities to build and expand their professional network because they do not know how to introduce themselves effectively or how to make the most of the event. Even after making connections, it can also be challenging to stay connected with key contacts over time.

This interactive workshop will give you the tools and confidence to actively develop and maintain your professional network. You will learn the communication skills needed to introduce yourself professionally, network successfully at meetings and conferences, promote yourself to maximum effect, and stay connected with key contacts over time.

### Topics

- How to prepare before attending a meeting or conference
- Introducing yourself and making a good first impression
- What to do during and after a meeting or conference to make the most of it
- Establishing connections with colleagues, decision-makers and other key contacts
- Maintaining connections with your network over time

### Methods

Individual work, partner and small group exercises, group discussion, interactive presentation. This course will be held in English.

### Important

Participants are expected to complete a pre-seminar assignment.

### Notice

In the current programme you will find a second networking topic: “Networking in Business and Science: Advancing Your Career with Small Talk”. While it is recommended to attend both workshops, they are nevertheless independent of each other.

