



Professional development and
networking on your terms

Are You a Networking Pro?

How to "Work a Room" Effectively as an IRO

November 13, 2007

Presented by

Tom Lemanski

Vista Development

Kildeer, IL

847-726-7707

tom@vista-development.com

Vista-Development.com

ChicagoExecutiveCoaching.com

ChicagoSalesCoaching.com

Networking Quiz – 20 Questions to Measure Your Skills

Question	My Rating: 1 to 10	Growth Opportunity ✓
1. I have specific measurable goals for the events that I attend and for the outcomes of my attendance at those events.		
2. I know my criteria for determining which relationships I want to develop and why.		
3. I am comfortable approaching strangers.		
4. I am skilled at asking questions to get others talking about pertinent topics.		
5. I allow the other person to speak 70% of the time.		
6. I am skilled at actively listening to the other person using all of my senses to understand and empathize.		
7. When I am engaged with a person at an event, I am able to make them feel like they are the only person that matters to me at that moment.		
8. I have developed and practiced a 15 second elevator speech designed to resonate with the audience I wish to reach.		
9. I am a master at using my rolodex to connect people to the right resources.		
10. I am a master at remembering the names of the new people I meet.		
11. I take extreme care to avoid being critical of other people and organizations while networking.		
12. I avoid the possibility of allowing alcohol to impair my networking.		
13. I am careful to avoid delivering a sales pitch.		
14. I strategically choose my seat location.		
15. I am able to gracefully remove myself from valueless, time wasting discussions.		
16. I am known as a go-to resource for making valuable connections for others.		
17. I reach an agreement with the contacts I meet for a next step and take responsibility by putting the action into my calendar.		
18. My networking goals support building a diverse, appropriately high level rolodex.		
19. I measure my networking effectiveness by the number of people I am able to help.		
20. I promptly follow up on all my networking "agreements".		

Take Aways

Concept or Idea	Expected Benefits	Action Steps

“Vision without action is a daydream. Action without vision is a nightmare.”

Japanese Proverb

Program Critique: Network Like a Pro

Name

Company

Email

Street Address

City, Zip

How would you rate this program? **Low** 1 2 3 4 5 6 7 8 9 10 **High**

Comments:

Would you or your organization be interested in more information?

Yes No THANKS, please don't contact me.

Some of the key areas of importance to ME would be:

- Discussing a development process for myself so that I can be even more successful in a shorter period of time.
- Stopping procrastination because it's getting in my way and costing me money and opportunities.
- Helping me increase my sales by 20% or more.
- Discovering my dreams and passion and figuring out how to make them a reality.

The key areas of possible importance to MY ORGANIZATION would be:

- Developing our executives' business planning, strategic thinking and goal setting capabilities.
- Developing our executives' people management skills.
- Developing our mid-level managers' and supervisors' people management skills.
- Acting as a booster rocket to our sales training efforts
- Preparing our Fast Track people for promotion sooner so we don't lose them.
- Making better hiring decisions

Who should we contact in your organization?

Name _____ Title: _____

- I would like to subscribe to your monthly e-briefing: Working SMART** (email address required above)

Complete and FAX BACK (no cover required) to 847-540-1936
or complete on-line: <http://vista-development.com/speaking-critique.htm>