

# Networking Event Best Practices

Attend an online networking event to advance your career, build your network and engage with your community! Get the most out of the event by following these best practices.

## Before the Event

1. Register in advance
2. Prepare a brief introduction
3. Develop a few questions

1) Register and login in advance of the event to avoid last minute technical issues.

2) Write a brief introduction for yourself before the event begins, one you can copy and paste at the beginning of each chat.

3) Come up with several questions you can use to start the conversation. Keep in mind that open-ended questions tend to elicit the most insightful responses.

## During the Event

1. Engage in 1:1 chats
2. Wait to chat in multiple booths
3. Use the followup features

1) Enter a booth and click on the green button to engage 1:1 with another participant. Once you're connected, use your time to ask questions, provide advice or get to know a new person in your network.

2) Expand your network by waiting in line to chat in multiple booths. Find your next: co-worker, friend, business partner, mentor, protégé, or employee!

3) After each chat, use the Follow Up Features to rate the conversation, take notes and determine next steps or follow up actions.

## After the Event

1. Review the Chat History
2. Execute your follow up plan

1) Visit the Chat History to review your conversations and notes for up to 6 months after the event. We know how important this follow-up is to your networking experience, so Brazen's platform makes it easy to connect after the event by saving conversations and contact details from each chat.

2) Love the event? Tell us why! Respond to the survey that you receive immediately the event.

3) Attend the next event! Building your network takes more than one conversation.