

# Networking *skills*

IT'S OFTEN SAID THAT IT'S NOT WHAT YOU KNOW  
BUT WHO YOU KNOW THAT'S IMPORTANT?

Do you network for work or socially? Would relaxing and enjoying new people's company improve your networking strategy? Have you ever found yourself remembering a face but not the name? How do you get beyond the small talk and qualify the other person.

## **Did you know?**

1. Almost everybody is interesting if you know the right questions to ask.
2. Understanding your preferred learning style is important to assist with memory.
3. Everyone can improve their ability to remember people's names.
4. Choosing to make associations that are visual is more effective.
5. Less than 2% of people will follow up a conversation the following day (a great opportunity).

This program is designed to impart a robust strategy to ensure you are comfortable meeting new people and remember people's names. It gives people the skills to qualify the value of the other person. The approach combines associations that are relevant to you, together with introducing the skill of photographic, visual or memory skills. This program is aimed at people who have a need to learn people's names in situations that include; business networking and social networking. Whether introductions consist of one person or several in rapid succession, a range of tactics are provided to ensure you capture names and faces and information of people that you need to secure. Your trainer will then show you some ways to ensure a relationship afterwards with the people who fit your networking objectives.



# Key learning outcomes

Your **Networking Skills** program will give participants the skills to:

- Learn peoples names and faces, whether one or one hundred.
- Improve their visual memory skills.
- Improve their networking strategy, ensuring reliability of a fundamental skill.
- Improve broader memory skills by developing better visual memory.
- Improve confidence in networking situations by being in control of learning.
- Build a relationship the next day with the right people.
- Reduce anxiety related to social and business encounters when meeting new people.

## Would you like to attend this program?

- For maximum effectiveness, this program is best conducted as an in-house program.
- **Ideal group size:** 4 - 12 participants.
- **Venue:** For your convenience, you can choose to conduct this program at your business premises. Alternatively, we can provide a training venue at a small additional cost.
- **Duration:** 2 - 4 hour program
- **Cost:** Price on request.
- **Target Audience:** Employees, Supervisors, Team Leaders, Senior Managers or CEO's.

If you would like more information on this training program, please contact:  
Melinda Kavanagh - Marketing Manager 03 9805 8000 Email: [mkavanagh@preftrain.com](mailto:mkavanagh@preftrain.com)  
or visit our website today.

[www.preftrain.com](http://www.preftrain.com)

