# Student Professionalism at Events

## Networking
Ex: Information Sessions
- **Before:**
  1. Understand the event
  2. Prepare your elevator pitch
  3. Quality of connections over quantity
  4. Bring updated resumes/cards

- **During:**
  1. Smile and firm handshake
  2. Ask an open ended question
  3. Be a good listener
  4. Remember event is for creating connections, not for eating

- **After:**
  1. Make contact 24 hours after event
  2. Connect on LinkedIn
  3. Suggest an informational interview with 2-3 of your connections

## Recruiting
Ex: Coffee with a firm representative
- **Before:**
  1. Research your target company and individuals
  2. Prepare questions to ask recruiters
  3. Research facts about the firm

- **During:**
  1. Use your elevator pitch to build rapport
  2. Be confident, but not cocky
  3. Be conservative when eating and drinking around professionals

- **After:**
  1. Send a thank-you email after the event
  2. Connect on LinkedIn
  3. Foster further connections through professionals you met

## Interviewing
- **Before:**
  1. Plan transportation to interview (bus, car, directions, etc.)
  2. Use LinkedIn to research employer
  3. Understand job description
  4. Practice & have questions prepared

- **During:**
  1. Arrive 10 minutes early
  2. Body language: good eye contact, smile, firm handshake
  3. Be courteous and professional to everyone you meet

- **After:**
  1. Ask about the next steps in the process
  2. Promptly send a thank-you email to interviewer and leave a thank-you note

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Ex: Information Sessions
Ex: Coffee with a firm representative