

How to Work a Room

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Action Steps to Get You Away from the Wall and Out NETWORKING!



Few people find [networking events](#) to be a pleasant experience.

Even just the thought of mingling and making small talk fills some lawyers with dread and anxiety.

DON'T WASTE YOUR NEXT NETWORKING OPPORTUNITY BEING A WALL-FLOWER!

Get out there and **work the room!**

Here are some action steps that will help YOU get comfortable and socializing in no time.

- **Find a networking buddy.**
- **East before you go and drink sparingly.**

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- **Set networking goals before the event:** Have a significant conversation with a least three people; Introduce at least two people to each other; Meet the speaker and make yourself memorable.
- **Practice your openers.**
- **Act like a host, not a guest.**
- **Prepare a spontaneous answer to: "What do you do?"**
- **Ask high energy questions.**
- **Give a value proposition answer to: "What do you do?"**
- **Practice active listening. Listen more than you talk.**
- **Use receptive body language.**
- **Find a way to serve: Give a lead, a referral or an idea.**
- **Manage interruptions while talking to a prospect.**
- **Exchange business cards with people you meet.**
- **Spend more time with new contacts and less time with friends and associates.**
- **Focus on remembering names.**
- **Remember to follow-up. Look for reasons to reconnect.**

No one said networking was easy.

But, it's a necessity for anyone who wants to build a big book of business.

Follow these steps and let the next mixer you attend be a **FUN, PRODUCTIVE**, and **PAINLESS** way to connect with potential clients and referrals.

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