

Self-Appraisal Questionnaire

How are your general networking skills? Are you “up to par”?
Your answers to the following questions may surprise you.

1. Have you written clear and well defined goals for your present networking activities?

Yes No

2. Do you have a scheduled action plan for your networking?

Yes No

3. At social or business functions, do you walk in with the commitment to leave with the names of at least 2 or 3 new people who may be able to help you meet your personal and professional goals?

Always Sometimes Never

4. Do you make a point of following up quickly and appropriately with those people you do “connect” with?

Always Sometimes Never

5. Do you keep an organized and accessible file of information on people you have met including interests, occupations, hobbies, families, what you spoke to them about, etc?

Yes No

6. Do you make it a point to schedule a specific time every week to “re-connect” with people you’ve met but haven’t spoken to for a while?

Yes Sometimes No

7. Do you review resources to seek out interesting activities and opportunities that might help you meet your personal and career goals?

Always Sometimes Never

8. Have you set aside a “specific” time each week to confer with people who can help you and your career goals?

Always Sometimes Never

9. Do you set aside time after work hours for recreation at least once a week?

Yes No

10. Have you met with a new networking acquaintance in the past month?

Yes No

Give yourself 10 points for every “Yes” answer, 5 points for every “Sometimes” and 0 points for every “Never” or “No”.

If you're like most people, your answer to most of these questions was "never", "no" and perhaps only a few "sometimes". That's not surprising. Most people don't do the few simple things they can to ensure their success. The information and exercises in this workshop are an opportunity for you to take more direct control of your career direction and build a more powerful network of friends, acquaintances and business associates. All it takes is some effort, clear goals and a plan of action. Today, we are going to start that process. You will leave the workshop today knowing exactly what you need to do to start **EXPANDING YOUR PERSONAL POWER BASE THROUGH FOCUSED NETWORKING.**

"Networking, as a concept, can change your whole way of thinking about what it takes to succeed in business. As a technique, it will introduce you to stimulating, knowledgeable allies you didn't know you had. As a process it knows no limits. And neither will you if you use it to your fullest potential."

— Kaye White, A CBS Vice-President