

PREPARE

For Your First Conference



Plan

- Research speakers and presenters
- Create a **schedule** of sessions you will attend, including times, and locations
- Draft an **elevator pitch**
- Find **conversation starters**



Bring

- **Business professional attire** (Make sure it's **comfortable** enough to wear for hours)
- **Notebook** and pens
- Portable charger
- Water bottle
- Business cards or resumes



Attend

- Take **detailed notes** on each section
- **Follow up** with speakers
- Sit with new people during meals
- Be authentic
- **Network!**



Connect

- **Connect with new contacts** over email or LinkedIn 1-2 business days **after the conference**
- Reach out to contacts every 3 months to **maintain a quality network**