**Pre-event tips for researchers**

**How to get the most out of the one-to-one meeting**

One-to-one meetings provide you with a unique opportunity to learn more about how companies work, learn what they can offer to you and share what you can offer to them. Here are few tips how to make the most out of these meetings.

**1. Do a bit of research beforehand**

One-to-one meeting provides you with a unique opportunity to deepen your understanding of how the company works so do not waste your time asking for information you can easily find on the internet. Check the company website before the meeting. Explore also other information resources such as social media profiles or publications. Check the profile of the company representative you are going to meet. Think about the questions you would like to ask – write them down. Try to make these questions specific

**2. Check your online presence**

It should not come to you as a surprise that your meeting partner might have a look at your LinkedIn or other social media profile. You will also use it to keep in touch with your new contact after the meeting – so make sure it is up-to date and comprehensive. Check it and if necessary, try to develop your profile a bit. There are many tips on how to build your LinkedIn profile across the internet. You can have a look at some focusing on researchers [**here**](https://www.timeshighereducation.com/campus/building-your-research-profile-social-media-focus-linkedin) or [**here**](https://www.researchretold.com/how-to-optimise-your-linkedin-profile-as-an-academic/).

**3. Think about how you are going to introduce yourself**

Remember - you only have a limited time to make a memorable impression. Think in advance what are the most important things about yourself you would like to share. Be prepared with an “elevator pitch” that briefly highlights your abilities and experience. Practice it loud before the meeting. Learn more about how to structure the pitch [**here**](https://www.cnbc.com/2022/06/07/a-career-coachs-top-3-tips-for-crafting-a-great-elevator-pitch-for-yourself.html). Or find out how to prepare your mini introduction[**here**](https://postdocs.yale.edu/career-development/career-planning/job-search/preparing-your-mini-introduction)

**4. Listen and be engaged in the conversation**

Aim to provide value to the people you meet. Listen carefully, be curious, ask questions, and pay close attention to what your communication partner is saying. Think “How can we help each other?” rather than “How can they help me”. Read more about how to make networking conversations more engaging [**here**](https://www.stemcell.com/efficient-research/networking-tips)

**5. Stay in touch with your new contact**

The easiest way to keep in touch with your new professional contact is through LinkedIn - send out a connect request. If you were discussing interesting problems or possible collaborations follow up on that. You can e. g. share an interesting research paper relevant for them. Follow up shortly after the session. Be clear about why you’d like to keep in touch. Explore some tips on how to follow-up after the networking meeting [**here.**](https://cheekyscientist.com/8-networking-tips-for-phds-to-advance-their-careers/)

Explore some more tips on how to network as a researcher [**here**](https://collaboratory.ist/tips-to-networking/)**.**Read about the most [**common mistakes**](https://www.idealist.org/en/careers/4-ways-improve-your-networking-conversations) done when networking.

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