Planning on doing some networking in the near future? Brush up on some of the below basics to ensure you’re ready to shine!

1. Update Your Resume
   > Read the Career Passport for some guidance on getting started
   > Stop by ‘Drop-In Hours’ at your nearest Career Center to get a second opinion

2. Polish Up (or Create!) Your LinkedIn Profile
   > Check out this Forbes piece about creating an effective profile
   > Don’t forget to join the ‘James Madison College at MSU’ and ‘Spartan Links’ groups

3. Practice Your Elevator Pitch
   > Check out Career Services’ “Elevator Speech” tutorial
   > Grab some tips for getting started here and begin scripting (and practicing!) your own pitch

4. Prepare Thoughtful Questions
   > Networking is a lot like informational interviewing—it’s a chance to ask questions to learn more about a potential contact or employer. Prepare a variety of questions (like these) to ensure your conversations are productive and memorable
   > If you know ahead of time who you’ll be interacting with do some employer research

5. Determine Your Attire
   > Dress comfortably but appropriately
   > Check out the Career Network’s tips on dress here