



Action Book 1: Before Things to do before you attend an event

Source a delegates list for research

Contact the event host to request introductions

Search for event #'s on social media

Use the event # on social media

Start conversations with other delegates

Contact the event speakers

Pre-arrange meetings before, during or after the event

Prepare questions for during Q&A opportunities

Share the event with your contacts

Invite people from your network to attend so you can catch up