

## **Workshop Small Talk on Conferences**

For many scientists conferences are not only the place to gain new knowledge but mainly to get in touch with the people behind. At certain occasions like coffee breaks they start talking to each other and even manage to stay in contact over a longer period of time.

It needs networking-management to make „what goes around, comes around“ happen.

But how to start a conversation? Which are good topics, which ones should be avoided? And when is the best moment to bid farewell?

The workshop „Small Talk on Conferences“ alternates between theoretical input and exercises.

Topics are:

- official greeting
- ice breaker
- dos and don'ts
- body language
- exchange of business cards or contact details
- farewell

Schedule:

- |             |                            |
|-------------|----------------------------|
| 10:00-12:30 | First part                 |
| 12:30-13:30 | Lunch break with exercises |
| 13:30-16:00 | Second part                |

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