**Career Readiness Task #3: Networking**

This is the third of five tasks in your Career Management milestone to earn your Career Ready badge. In your last career readiness task you worked on your social media presence and building your LinkedIn page. This task takes that assignment one step further by focusing on networking. Networking is the process of building relationships with people and gaining their trust. Complete this worksheet to practice and improve your networking skills:

1. **Membership and Group Search**

Login to your LinkedIn page. Perform a search for memberships and groups that interest you either personally or professionally. Searching for personal interests is fine here since you are doing it within the confines of LinkedIn and not a random internet search. Identify 4-5 groups that look appealing to you. List those groups here and describe in 2-3 sentences each why these groups caught your eye. Be sure to mix it up so that not all of your identified groups are personal. Provide professional groups too.

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| I have had a LinkedIn account for some time, A few of the things I follow in top order would be Bill Gates/ Microsoft. I follow Microsoft and Bill Gates because I was and always be a huge fan of him and his company, I love what Bill stands for and what he does, and idol if you will.  I also follow Tesla, I follow tesla because I would love to work for that company one day in my life. I find what they do so intriguing, I want to expand more in the engineering side of technology at some point in my life and to work with them with that knowledge would be such an honor.    I found a group called Robotics, Programming & Development that I requested to join, I found interest in this as I have a lot of interest in Technology engineering and development.   I also found a group for Python, I joined this group as I have interest in trying to pick up and learn a little bit more with Python. I have been told that understanding Python can help with the understanding of JavaScript as well. |

1. **Events**

Identify online, live, or local events that these groups sponsor or encourage their members to attend. List and describe 4-5 events here. You may also search [https://www.meetup.com](https://www.meetup.com/) to find live local events in your city or town.

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| I was not able to find any live events in groups as I have to wait for the request to be approved.  With local events, I am fairly sure there is none around me unfortunately. I live in an area where there is not much and not much for technology jobs or gatherings is probably the best way to describe it here. The meetup website required I sign up, I do not really feel comfortable with that. |

1. **Practice Making Connections**

Reach out to colleagues or peers on LinkedIn. Instead of the generic greeting that comes standard, tailor your invitation to be more personable. Identify 4-5 individuals that you will reach out to on LinkedIn and write a personal invitation to connect with them. Draft your invitations below. Keep them personalized yet professional utilizing known industry key-words.

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| If I could send a message to Gary, who I found on LinkedIn. My message to him for the request would read as follows.  “ Hi Gary, hope you do not mind that I sent you a request. I would love to keep in touch as we finish school and start our careers.”  I found a Bryan University Alumni named Erika, again I couldn’t send a message I am not a premium member. This is what I would send to her If I could; “Hi Erika, I know you may not know me personally. I am sending a request as we are both students at Bryan university and both going for our Associates degree in Web Development. It would be great to chat and bounce ideas and help off one another.”  I also found my brother on LinkedIn, my message to him would be “ Hi Eric, hope you do not mind I added you on LinkedIn. Would love to follow your work and projects with Microsoft and keep in touch.”   I found a member who is more local, won’t show her name as I believe it is part of the membership choice. But if I could send her a message and request I would send her “Hello, reaching out to you with a friend request as I noticed you are a Software Engineer and you are not to far away. I would love the opportunity to chat with you about working in the area as a Software Engineer as I have not found many opportunities out here for this field and this is a field that interest me and I am pursuing.“ |

1. **SMART Networking Goals**

Now that you’ve identified and explored personal and professional associations, join them! This is the best way to stay abreast of what is going on in your industry and interest areas. You’ve also made some personal connections on LinkedIn so you’re on your way to networking. The last part of this assignment utilizes the SMART goals method. Your task is to plan out your networking goals using the SMART method. Recall that SMART stands for:

**S**pecific (simple, sensible, significant),

**M**easurable (meaningful, motivating),

**A**chievable (agreed, attainable),

**R**elevant (reasonable, realistic) and

**T**ime bound (timely, time-sensitive).

Plan your networking goals using this method. Identify the time period (2-weeks, 1-month, 3-months…), how many connections you want to make, how many events you wish to attend, and how many informational interviews you hope to conduct, for example.

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| Your Goal:  SMART action items to achieve your goal:  S: find more local people and events related to career goals.  M: finding one event that helps give encouragement to career path.  A: attending one event and meeting at least 2 people that correlate with career goals  R: connecting to at least 2 more people in the area who are Web Developers  T: hope to accomplish this within the next 9 months |