

Pit Stop Indy – Tune Up Your Team is right around the corner!



Are you ready?

Airline? Check!

Hotel? Check!

Rental car? Check!

You're probably all prepared to get there, but are you prepared to learn?

If you're like so many business people today you attend a conference with great intentions, expectations and a desire to make the most of your investment.

Yet, somehow when you go back to work the learning gets a bit lost...buried under the demands of day to day priorities.

Make this conference count!

Be sure your learning "sticks" and travels beyond the conference door back to the workplace or on to the shop floor.

Build a bridge from the conference to the workplace with strategies you employ *before*, *during* and *after* the conference.



Before the conference – *Become consciously aware of what you want to gain from the experience.*

- ❑ **Read the conference program** including details on keynotes, sessions, speakers, exhibits and networking events. Determine how the offerings support you and your organization.
- ❑ **Clarify your goals** for participating, solidify your objectives and verbalize what you hope to gain – all in advance.
- ❑ **Prepare a SmartPlan** to maximize your conference experience. Use your phone or tablet to make notes of the connections you want to make, the topics you want to explore, the sessions you plan to attend and... don't forget to include the social events and activities you'll enjoy! Enjoyment builds energy!!
- ❑ **Clear your calendar**, delegate your responsibilities, trouble shoot time issues, and **remember to add a post-conference debrief** on your calendar to reflect on what you experienced and to share what you learned with others!



During the conference – *Take a proactive approach to learning, connecting, sharing and growing.*

- ❑ **Follow your SmartPlan**, attend keynotes, join sessions, network, engage in social events – maximize your conference participation.
- ❑ **Get curious.** Ask relevant and interesting questions of speakers, exhibitors and new contacts.
- ❑ **Capture important notes** about the content and contacts.
- ❑ **Think about your post-conference debrief**, what you will share, and with whom.



After the conference – *Build momentum. Share implementation ideas with colleagues and partners.*

Join us at the conference...

..... to maximize your return on the experience with a *before*, *during* and *after* strategy!

See you in INDY!!

