

Network...it's all in the cards!

Before you reach out to connect with a Professional Association, you must be prepared to share positive and professional information about yourself — what you need and want, and what you have to offer. A great way to prepare and convey your information is to create a **networking card**. This card allows you to leave relevant information about you with your contact. Review the networking cards below and then create your own.



Martha Hsu
mhsu@gmail.com 661.555.1313

Looking for a Full-Time Position as
Web Designer

Graduating Spring 2011 with
Associate of Science in Web Design
Bakersfield Community College

Experience:
20 yrs. as Escrow Officer
2006-2009 PTA President
Summer Intern at
Best Web Design

Skills:
Organized
Creative
Strong work ethic



Joel Garcia
jgarcia@gmail.com

Looking to make the right connections...

Currently studying Electrical Engineering – Sacramento City College
Seeking Summer 2011 Internship with Electrical Engineering Firm

Leadership experience • Academic honors • Excellent references



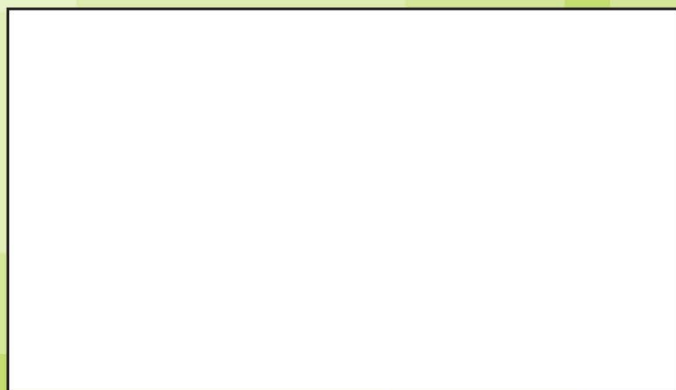
Morgan Jones
mjones@gmail.com
949.555.9562

Seeking: internship with an action sportswear company

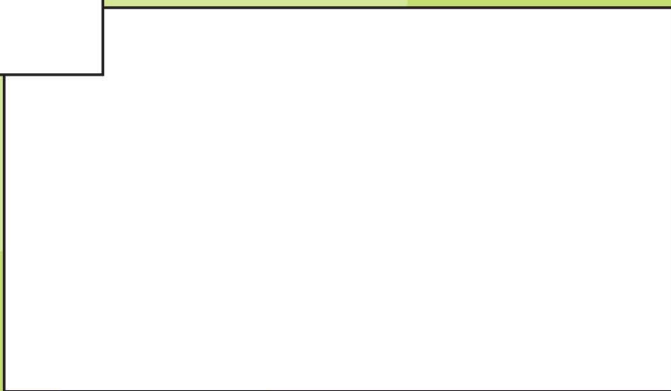
Studying Fashion Design – AA Degree Program @ Orange Coast College
2008 Orange County Skateboard Champion
Boys Club Volunteer Counselor

Creative • Energetic • Dependable • Team player • Athletic

These examples are all visually creative, but even a simple text-only card can be very effective. The key is to briefly and clearly convey your message — what you're looking for, what you bring to the table, and how they can get in touch with you.



This "mini-résumé" card is a great way to introduce yourself to professionals, leave a memorable impression, and encourage them to contact you for more detailed information.



And don't forget the back side of your card. It has 7 square inches of space you can use to provide additional information through words or images.