

NETWORKING PROMPTS



The prompts below can help you to initiate professional outreach with networking contacts.

- Write a cold email to **[Name of Contact]** requesting an informational interview. Use a professional and approachable tone. **"Shift + Enter"** to separate lines. Paste a link to the person's LinkedIn profile below
- Write a polite and professional follow-up email to **[Name of Contact]** referencing our recent conversation. (If applicable, mention any opportunities or topics we discussed.)
- Help me create a 30-second elevator pitch that introduces me as a **[Insert Major/Field]**, highlights my skills and strengths **[Insert Key Skills/Strengths]**, and clearly communicates the professional direction I want to pursue **[Insert Career Goal or Industry]**.
- Write five informational interview questions for my meeting with **[Name of Contact]**, based on their LinkedIn experience. **"Shift + Enter"** to separate lines. Paste the LinkedIn profile link below.
- I'm a **[Insert Major]** looking to expand my professional knowledge and connections. Provide links to reputable, professional resources such as associations, organizations, or online communities that can help me learn more about my industry or connect with others in it.
- Write a professional thank-you email to **[Name of Contact]** after our recent conversation, highlighting 1-2 key points from our discussion **[Insert Key Points Here]**.
- Review my LinkedIn profile **[Paste Link]** and suggest improvements to better reflect my skills, experiences, and career goals.



Avoid adding personal or identifying details when using these prompts.



AI can help you brainstorm, but your responses should always reflect your own voice, experiences, and personality.



AI tools should be employed as supplements, not substitutes for the guidance provided by the Newhouse Career Development Center.

