Meeting new people can be stressful. Here are some tips to help you make a great first impression.

- **Introduce yourself** with your name and a firm handshake.
- **Make eye contact and smile.** Be friendly!
- **Be polite and courteous.** Please, thank you, and excuse me go a long way.
- **Be aware of personal space.** When meeting new people, make sure you are an arm’s length away to be respectful of everyone’s space.
- **Speak clearly** when others are talking. Wait for them to finish before responding.
- **Try not to interrupt** when others are talking. Wait for them to finish before responding.
- **Ask questions about the other person.** Recognize your shared interests.
- **Listen and respect each others’ feelings.** If you don’t agree with another person’s opinion, stay calm and respectfully disagree by kindly sharing your thoughts. You can always learn from other people’s opinions.
- If a person is quiet and not very talkative, **don’t take it personally.** They may just be having a bad day. Give them some space!
- **Don’t jump in on a conversation among strangers**, even if you are an expert on what they are talking about.
- **It’s okay to be nervous** when meeting other people. It happens to everyone!