



10 TIPS FOR REMEMBERING NAMES

Dale Carnegie said, "A person's name is the sweetest sound in any language." These tips will get you started on the road to remembering names.

1. Give the introduction your complete attention.
2. Establish eye contact, smile and shake hands during the introduction.
3. Don't think about what you are going to say next.
4. Listen carefully for the name and immediately repeat it aloud.
5. Associate the new person's name with someone you know or know of with the same or similar name.
6. Associate the person's name with a physical or personal characteristic or his or her business.
7. Picture the letter of the first name on the person's face.
8. Use the person's name periodically and especially at the end of the conversation.
9. If you forget the name, say: "Tell me your name again." Then repeat it and think of someone you know with the same name.
10. Associate the person's name with anything else that will help you recall the name later.

Want to make a great first impression? Check out:

How to Start a Conversation and Make Friends