

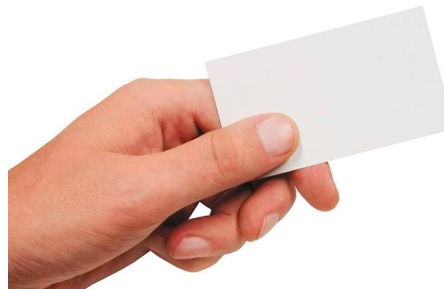


How To Hand Out Your Business Card

As trifling as it may sound, **manners matter** – especially when doing business. **Body language** has the most significant psychological impact when it comes to building your professional image and, along with speech, it is the chief means for your good manners to come across and make a good impression. Using body language the right way when handing out your business card makes a good opportunity to **convey confidence** and **inspire trust**.



Casually slipping it into someone's hand doesn't look confident: at best, it looks rude; at worst, class-anxious.



Holding it out while looking into your potential customer's eyes and smiling smoothly does look confident.



Double-handed is the right way to hand it out to most Asians, and especially to Japanese: you'll avoid looking uncivilized.