

### PROACTIVELY PLAN DEADLINES

When you talk to your boss, be prepared with a plan for how your projects, responsibilities, or quotas will be managed for the week that you're away from the lab/office. There's still plenty of time to plan deadlines around the particular ICDD clinic you're interested in.

### PICK THE RIGHT TIME TO TALK ABOUT IT

- Lay the groundwork with your boss by sending her/him this flyer ([XRF](#), [XRD](#), [Rietveld](#)), then schedule a brief meeting to state your case in person.
- Explain the ROI on sending you to the clinic; i.e.: sharing what you learned with your co-workers; proper specimen preparation techniques; radiation safety; discussing problems encountered by other participants; etc.
- State the fact that attending the ICDD clinic will make you a valuable asset to your company.

### BE PREPARED FOR YOUR BOSS'S OBJECTIONS

**Boss:** "Five days is a long time to be away from the lab/office."

**Your response:** "True, I will be away but while I'm at ICDD, I will be available during all break and lunch times. I'll be able to stay in touch at the same time I'm gathering useful information and techniques that will take our team's work to the next level."

**Boss:** "It's too expensive."

**Your response:** "The benefits far outweigh the cost. The different techniques I will learn will not only be beneficial to me but our team as well; keeping that in mind, it's a great value. You can't get training like this anywhere else. And... ICDD offers a reduced registration fee if I register early!"

### SHOW WHY NETWORKING MATTERS

- Fresh ideas....
- New information....
- Advice and support....
- Building confidence....
- Gaining a different perspective...

### COMMENTS FROM PAST ATTENDEES

**"Excellent clinic. An opportunity to interact with XRF expert practitioners. Another advantage and resource is the participants who come from many different industries with differing expertise."**

2019 XRF Attendee

**"This clinic was a terrific way to learn or refresh X-ray theory and its application in the real-world. The exposure to different approaches to sample prep could prove to improve techniques in your lab."**

2019 XRD Attendee

**"Excellent workshop! Great balance of lecture and hands on practice. The expert faculty were readily available to participants and have a great enthusiasm for the topics. I enjoyed this workshop immensely!"**

2019 Rietveld Attendee