

# 7 Tips for more Effective meetings with Sales Prospects

## 1. Ask open-ended questions

'What' questions are more effective and less intrusive when you need to ask a series of questions. 'What', 'how', 'describe' helps us to probe and understand the problem in more depth.

### 2. Practice active-listening

To understand customers and their problems, we need to actively listen: the prospect/customer should be doing 90% of the talking.

# 3. Avoid telling or interrupting

A simple, open question, that gathers information example is "What have you tried to solve this problem?"

#### 4. Understand the power of Silence

Silence is a great communicator. It gives both people time to think. Don't rush to fill the space.

#### 5. Ask follow-up questions

Drill down and follow up comments with "tell me or "describe". Avoid the temptation to comment on everything.



# 6. Be specific in your questions

Make questions more specific. Focus on examples and a more recent time frame and you will get more valuable actionable information that you can derive insight from.

**7.** Be aware that people may not tell you their information in a sequential way. They may jump around so you will need to join it all later.

Are you asking insightful questions of your Prospects and Customers? Via Inc.

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