



Lawyer Guide

Your Guide to Internal Networking

Welcome to Coffee & Law!

Coffee & Law is your firm's internal networking platform designed to help you build meaningful connections with colleagues across different practice groups and offices. Through curated coffee chat pairings, you'll expand your professional network and discover new perspectives within your organization.

What You'll Gain

- Cross-practice relationships that enhance collaboration
- Fresh perspectives from colleagues in other departments
- A stronger sense of community within your firm
- Opportunities to learn about different areas of law



Scan for
Dashboard



1

You Get Matched

Our intelligent algorithm pairs you with a colleague from a different practice group or office. Each match is designed to introduce you to someone new who you might not otherwise connect with.

2

Receive Your Invitation

You'll receive an email with your match's details, including their practice area, office location, and a brief introduction. One of you will be designated as the "host" responsible for reaching out first.

3

Schedule Your Coffee Chat

The host reaches out to schedule a 15-30 minute virtual or in-person coffee chat. Choose a time that works for both of you – whether that's a morning coffee break or a quick afternoon catch-up.

4

Connect & Learn

Have a casual, friendly conversation! Learn about their work, share your experiences, and discover common interests. These informal chats often lead to lasting professional relationships.

Tips for a Great Coffee Chat

- Be curious! Ask about their career path, current projects, and professional interests.
- Share your own experiences and what you're currently working on.
- Keep it casual – this isn't a formal meeting, it's a chance to genuinely connect.
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Follow up! If you discover common interests or potential collaborations, stay in touch.

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