

**Your new client just asked to "friend" you. You prefer not to mix your work and social lives, but you don't want to risk hurting a budding business relationship. Should you turn down her invitation to network?☐**

Yes. It's wise to keep work and play separate. Maintain a profile on a business-oriented site, such as LinkedIn or Biznik, so you can send *her* a "friend" request. When you do, say, "This is where I stay in touch with work associates. I hope you'll like connecting here."