# A colorful pattern with black and white squares  AI-generated content may be incorrect. **Mentees Support Tools** – *Do’s and Don’ts*

**Do:**

✅ *Be proactive:* Take initiative to schedule meetings, prepare questions, and bring up topics you want to explore.

✅ *Set goals*: Come with clear goals or areas you want to develop. It helps guide the relationship.

✅ *Be open and curious: Ask questions, listen actively, and be open to feedback — even when it’s challenging.*

✅ *Respect your mentor’s time: Be punctual, stick to the agreed timeframe, and prepare in advance.*

✅ *Take notes and follow up: Capture key insights and follow through on any commitments or actions discussed.*

✅ *Be yourself: Share your perspective, values, and lived experience. Authenticity builds trust.*

**Avoid:**

❌ *Expect all the answers*: Your mentor is a guide, not a fixer or a decision-maker.

❌ *Be over-awed by your mentor*: Mentors are doing this because they want to.

❌ *Don’t be passive:* Waiting for your mentor to lead every conversation or decision will limit your growth.

❌ *Don’t overshare personal issues and ignore boundaries*: Remain professional and respectful of the boundaries of the relationship.

**Quick Wins:**

* Come prepared to the first meeting with a short intro about yourself, your goals, and what you hope to get from the mentorship.
* Ask about your mentor’s career journey, people often love to share their path and lessons learned.
* Follow up with a short thank-you email after each meeting, including a summary of key takeaways or next steps.
* Share your progress and celebrate small wins, mentors appreciate seeing their impact.