



NETWORKING ACTION WORKSHEET

STENGTHEN YOUR MIND. BUILD YOUR FUTURE.

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Networking Action Worksheet

Strengthen Your Mind. Build Your Future.

1. Clarify Your Networking Purpose

What is your primary reason for networking right now?

- ☐ Find a mentor
- ☐ Find clients/customers
- ☐ Explore job opportunities
- ☐ Gain knowledge/insights
- ☐ Other: _____

Write your top 2 goals in your own words:

- 1.
- 2.

2. Prepare Before You Network

List 3 people, events, or groups you should connect with in the next month:

- 1.
- 2.
- 3.

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What specific questions will you ask when meeting someone new?

3. Engage Authentically

- Practice listening more than speaking.
- Ask open-ended questions.
- Make people feel heard.

Write 3 authentic conversation starters you'll use:

- 1.
- 2.
- 3.

4. Follow Up With Intention

How will you follow up within 48 hours after meeting someone?

- ☐ Send a thank-you note/email
- ☐ Share a resource or article
- ☐ Schedule a follow-up call/coffee
- ☐ Connect on LinkedIn with a personal note

Write down one person you need to follow up with this week and why:

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5. Stay Consistent & Overcome Fear

Networking takes time. Growth comes from practice.

Set your first small step:

- Who will you reach out to this week? _____
- How many people will you commit to connecting with this month? _____

Confidence Reminder:

What positive outcome could happen if you step out of your comfort zone?

6. Reflection

Think back on a time when a single conversation or connection helped you in business or life.

What happened?

How can you repeat that kind of success today?

Networking isn't about collecting cards. It's about planting seeds.

The more you prepare, engage, and follow up with sincerity, the stronger your network and your future will be.