

# Never Eat Alone

by Keith Ferrazzi

A printable to-do list of the most effective habits from this book. Check one off each day you do it.

MON TUE WED THU FRI SAT SUN

<sup>01</sup> **Send one specific ping**

Pick a dormant tie and send a note that references a real memory, recent work, or shared interest. Keep it warm, brief, and useful.

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<sup>02</sup> **Make a useful introduction**

Introduce two people only when the benefit is specific on both sides. Name why the connection is worth their time.

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<sup>03</sup> **Research before the room**

Before your next meeting or event, choose three people and learn enough to ask one question that could not be generic.

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<sup>04</sup> **Host a small table**

Invite three people who should know each other to coffee, lunch, or a focused call. Make the purpose clear and generous.

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<sup>05</sup> **Create a follow-up rhythm**

Block 20 minutes weekly to send thoughtful pings, thank-yous, introductions, and useful resources before relationships go cold.