



## **SOCIAL MEDIA WORKSHEET**

Used in conjunction with the **Social Media Agreement** which should also be printed out by the client. This questionnaire is designed to enhance communications between **Imagine Your Reality** and our clients. Please copy and answer all questions listed below and E-mail them to **Imagine Your Reality**. After you've filled in the blanks as we talk on the phone, please make a photocopy for your records, and E-mail a signed copy. It provides a written memorandum of our mutually agreed plan.

**Business Name for the Social Media Worksheet:**

### **Basic Information**

Sex:  
Birthday:  
Hometown:  
Relationship Status:  
Looking For:

### **Personal Information**

Activities:  
Interests:  
Favorite TV Shows:  
Favorite Quotations:  
About Me:

## Contact Information

Email:

Mobile Number:

Phone Number:

Current Address:

Website Address:

## Education and Work

College Name and Degree Earned:

High School:

Employer Name:

Position:

Location:

Description:

Past Positions (For LinkedIn):

Honors and Awards:

For LinkedIn - Do you have a Blog to connect?

Do you have a PowerPoint or equivalent slideshow of Products/Portfolio to connect to your profile?

If yes then send it to me via email.

Include anything else you would like on your profile. The more complete and varied the information the better your profiles will rank in the search engines. include anything that will make you stand out above the crowd and make you look unique to your prospective clients.

On behalf of my organization I approve the above for Social Media Profile. I authorize **Imagine Your Reality** to construct the Social Media profile for me.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_