

Daily Money Making Activity Tracker

Plan Your Work & Work Your Plan

Choose what days suit you to do each activity	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Prospecting: *Do Daily: Aim To Prospect 2-5 People a day							
Inviting:							
Presenting							
Closing & Follow Up							
Personal Development & Training							

- Adding people to your list daily is crucial: Set aside 30-60mins each day to **PROSPECT**.
- Choose 30-60mins on the days that suit you to **INVITE** people to see your presentation or video.
- Carve out certain days in the week that suit you to **PRESENT** (home meeting, one on one, zoom webinar, share company video etc).
- **FOLLOW UP** should be done 24-48 hours MAX after presenting: Include your follow up day, following your days you present on.
- **P.D & TRAINING** I believe should be a daily activity like prospecting: Try 10-30mins each morning or evening (Read, Journal, Audio Trainings etc).

Daily “Busy Work” Activities Tracker

Failing To Plan Is Planning To Fail

Allocate what time you have left in the day/week to do these activities	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Team Support: 3 Way Calls/ Zoom Meetings/ Presenting for Your Team/							
Team Training: Evening Training/ Weekly/Monthly Meetings/							
Social Media: Posts/ Checking Messenger/ Connecting with Friend Requests/							
Social Media: FacebookLIVE Videos/ Attraction Marketing Strategies/							
Admin Activities: Emails/ Ordering Extra Product/ EOM Rank advance stats/							

- Allocate small segments in the day/week to complete some of these tasks: Your “Busy Work” is not a “Money Making Activity” so should always be lowest priority.