



*7*7*7 Success System

Action Assignment – Week #1

Action Steps

- Create Your Block Scheduling – Focus First on IGA's
 - Listen to Stop the Clock Time Management (one of the many bonuses you received upon registration).
 - Fax (954-337-3887) or email your schedule to Stephanie@WomensProsperityNetwork.com
 - Observe Your Habits, Distractions & What Keeps You ON TRACK too!
 - Have FUN connecting with others!
 - Track Your Activities & Results

 - Attend your accountability call with Stephanie, be on time and prepared.
 - Email any questions that may arise throughout the week to Stephanie@WomensProsperityNetwork.com.
 - Time permitting; these will be addressed during the question and answer session during the next call.
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FUNNEL YOUR TIME

Schedule ~ Making Your Ideal Schedule a Reality

You have identified your ideal schedule. To become more effective with your time, schedule blocks of time to complete specific tasks. This will help you focus on your priorities instead of answering calls or emails that can distract you, cause you to lose focus and monopolize a large portion of your day.

Step 1 – Create The Activity Groupings:

Income Generating Activities
Working “On” Your Business
Administrative Tasks
Self Development ** Do Daily!!
Social / Friend Time
Relaxing and/or Down Time

Focus on creating an “assembly line” of activities.

i.e. Phone Calls in a block, emails in a block, social media, content creation, etc. within the same time periods

Respect Your Time and Your Commitment to your Schedule.

*****Watch for the triggers that take you off track*****

What shows up for you here, will give you the clues to mastering your time and your schedule!

Write down two actions you will take to move you closer to your ideal schedule.

1)

2)

Remember:

Worst Things First – reclaim time lost to worry and thinking about it
Layering – i.e. work out and listen to self-development.

FUNNEL YOUR PRODUCTS & SERVICES

Your goal is to have people get to know you, like you, trust you and ASK TO BUY from you.

Being clear on your offerings makes it easy to respond when they ask, “How can I work with you?”

- What is your HIGHEST PRICED offering \$_____
 - What is your next mid-level priced offering \$_____
 - What is your low-level priced offering \$_____
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FUNNEL FOR YOUR PEOPLE

Follow up is key!

Create a system for re-connecting with people as you play the connection game!

Connection Commitment:

- I will make _____ follow up connection calls this week.
 - People I’ve spoken to in the past who haven’t heard from me in a while.
- I will make _____ NEW contacts this week.

Either:

- Brand new connections from networking events or the supermarket
- People I’ve met but not made a personal connection with.

FUNNEL FOR YOUR GOALS

Goal Setting ~ Let's Start with Where You Are

- a) What is your current monthly income from your business \$_____ (from the one you are focusing on growing during this 7 week course, not your full time employment, *if applicable*)
- b) What are the sources of that income?
- Products/Services
 - Residual Income
 - Other
- c) How many hours per week are you devoting to your business?
- d) List the income generating activities and the amount of time devoted to each.

Note: If you are not yet generating income, that's okay. Focus on the answers to c) and d)

Goal Setting ~ Where You Want to Go

How much money would you like to make

- Per Month \$_____
- Per Week (divide monthly by 4) \$_____
- Per Day (divide weekly by 5) \$_____

Note the difference between what you're making now and the amount you'd like to create each month \$_____

****YOU CAN DO IT!** The IGA's (Income Generating Activities) you'll be adding to create the additional income.