

Ready, Set, Sell!

The 8 Step Action Plan for SUCCESS!

Use this worksheet to solidify your sales plan. Keep one copy and refer to it daily. Give a copy to someone not affiliated with your business to keep you accountable.

STEP 1

Set Specific Objectives: What do you want and when do you want it?

A. List below what you want most from your job/business:

INITIALS

10 things I want most	When I want it	What will it cost/ Action required

Personal Income Objective (PIO)

Review the "lifestyle" that you have determined you want to live and establish what monthly income will be necessary to achieve it: \$_____

B. Personal Sales Objective (PSO)

I must generate \$_____ in revenue monthly at _____% commission to generate \$_____ personal monthly income.

-or-

I must sell _____ units per month at \$_____ commission per unit to generate \$_____ personal monthly income.

C. Personal Monthly Deals Objective (PMDO)

At an average of \$_____ per account, I must secure _____ accounts to reach my PMDO.

-or-

At an average of _____ unit(s) per deal, I must close _____ deals per month to reach my PMDO.

D. Monthly Personal Activity Objective (PAO)

(PMDO ÷ .04) = _____

_____ **E. Review Your Goals Often:**

INITIALS

I will review my goals daily.

STEP 2: Make The Commitment

_____ INITIALS

I have made the decision to succeed! I know that obstacles will get in my way and that I will be distracted, but I have placed the highest priority on my success. I will stick to my action plan.

STEP 3: Develop Your Action Plan

A. Set monthly, weekly, and daily Personal Activity Objectives (PAO)

_____ INITIALS

I know that to achieve my objectives I must commit myself to completing prospecting calls. I will complete _____ prospecting calls per month, which equates to _____ prospecting calls per week, and _____ per day. If I fall short any day, I will make up the calls within that same week.

STEP 4: Take Action, Now!

_____ INITIALS

I will start my action plan as of ____ / ____ / ____.

STEP 5: Keep Developing

_____ INITIALS

I will expose myself to positive books, tapes, seminars, and people. I will read at least 15-30 minutes a day.

STEP 6: Control What You Can, Forget What You Can't!

_____ INITIALS

I will stay focused on my action plan. I will complete the calls and read the books. I will analyze the results of my activity for 90 days, at which time I will review these results and set new goals for the next 90 days.
Review date: ____ / ____ / ____

STEP 7: Be Accountable, Persistent, and Consistent

_____ INITIALS

I will give a copy of this worksheet to someone I trust who is not affiliated with my business and ask them to hold me accountable for these activities. The person I will contact is _____.

STEP 8: Never Quit!

_____ INITIALS

I understand that the activities that I have outlined on this worksheet are my custom-tailored plan for success. I know that when I review this worksheet 90 days from now I will be excited about the results. I also understand that the only person who can keep me from achieving success is myself. I am committed to this action plan and I WILL NOT QUIT!