

# DOING YOUR PART: Daily/Weekly Focus Plan

Create true duplication by teaching your team to do this, too.  
\$625 QV Sales EACH WEEK (as simple as selling 2 Re9 sets or Healthy Living Sets each week)

*If you're doing the activity on this page, you are in business and will have a full calendar.*

**FILL THIS DOCUMENT OUT AT THE END OF EACH DAY TO TRACK YOUR PROGRESS AND EMAIL TO YOUR SPONSOR OR UPLINE EACH WEEK FOR ACCOUNTABILITY.**

For the week of: \_\_\_\_\_

## Daily Activity – Track your Numbers Each Day

(Appointments Closed = products sold/new PC or new consultant signed up with order)

### MONDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### TUESDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### WEDNESDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### THURSDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### FRIDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### SATURDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### SUNDAY

\_\_\_\_ New Prospects/Leads  
\_\_\_\_ Dials/Texts/Asks  
\_\_\_\_ Appointments Set  
\_\_\_\_ Appointments Held  
\_\_\_\_ Appointments Closed

### WEEKLY RECAP: List your numbers

\_\_\_\_ Total New Prospects/Leads  
\_\_\_\_ Total Dials/Texts/Asks  
\_\_\_\_ Total Appointments Set  
\_\_\_\_ Total Appointments Held  
\_\_\_\_ Total Appointments Closed

Personal Development – 30 min daily (Reading, Learn n Burns, Arbonne University, EOA's, Training Calls, YouTube videos etc.)

SUNDAY    MONDAY    TUESDAY    WEDNESDAY  
 THURSDAY    FRIDAY    SATURDAY

Track your weekly volume & new consultants from Webstats

Current Month Personal QV: \_\_\_\_\_ Success Volume: \_\_\_\_\_

New PCs: \_\_\_\_\_ New Consultants: \_\_\_\_\_

