This week’s goals: ___________________ # of faces:____________ $ Amount in Sales: __________ # of Interviews:_________

Daily Action Plan
(Fill out each night & place in your date book on clipboard)

6 Most Important Things To Do List –MK
1. ____________________________
2. ____________________________
3. ____________________________
4. ____________________________
5. ____________________________
6. ____________________________

6 Most Important Things To Do List—Other
1. ____________________________
2. ____________________________
3. ____________________________
4. ____________________________
5. ____________________________
6. ____________________________

Customers to Coach
Name 1-____________ # ______________
Name 2-____________ # ______________
Name 3-____________ # ______________
Name 4-____________ # ______________
Name 5-____________ # ______________

Customers to Contact
Name 1-____________ # ______________
Name 2-____________ # ______________
Name 3-____________ # ______________
Name 4-____________ # ______________
Name 5-____________ # ______________

Invite guests to meeting/conference call
Name 1-____________ # ______________
Name 2-____________ # ______________
Name 3-____________ # ______________
Name 4-____________ # ______________
Name 5-____________ # ______________

Perspective Recruits
Name 1-____________ # ______________
Name 2-____________ # ______________
Name 3-____________ # ______________
Name 4-____________ # ______________
Name 5-____________ # ______________

Income Producing Activities
1. Skin Care Class /Beauty shows( 3 attending /$100+ in sales)
2. 2 facials (1 or 2 attending /$100 in sales)
3. $100 in Outside Sales (on the go, website, reorders)
4. 2 classes coached
5. 2 Basics Sold
6. 2 New classes booked
7. 5 new contacts (must have 5 names and phone #’s to count)
8. Interview or 3 way w/Director
9. Guest/Model to MK event
10. Recruiting/team building CD out and followed up
11. 1 new team member
12. 1 Travel Roll Up Bag Sold
13. 1 Business debut held for a team member

Part-Time Consultant
5 per wk or 1 per day (5 hrs/wk)

Full-Time Consultant
10 per wk or 2 per day (10 hrs/wk)

FREE Car Consultant
12 per wk or 2-3 per day (10-12 hrs/wk)

Director
15 per wk or 3-5 per day (15-25 hrs/wk)

Notes to Team or return calls
1. __________
2. __________
3. __________
4. __________
5. __________

Money Due/Prizes Owed
1. __________
2. __________
3. __________
4. __________
5. __________

Notes/Planning/ To Do’s__________________________________________________________

Write personal and other Team Members to Contact on the back

Daily Action Plan: Create my weekly plan sheet every Saturday and submit Weekly Accomplishment Sheet for that week
Have I taken my Mental Bath today? B–Bookings A–Affirmations T–Listen to Tape/CD’s H–Hotline-have I talked to my director on voicecom? Optional: E–Exercise D–Devotion