Daily Organizational Worksheet

Daily Organizational Worksheet		Date
6 Most Important Things To Do List—MK	6 Most Important Things To Do List—Other	Today's Schedule
1	1	6am
2	2	
3	3	7am
4	4	
5.	5	8am
6	6.	
		9am
Name#	Income Producing Activities	l
Name#	401: 0 0	10am
	10 Fasiala	Toam
Name#	2 On the Co Appointments	
Name #	\$100 Customer Service Sale	11am
	1 Interview	
Personal Recruits to Contact 1 Tape/Video with		12000
Name #	Questionnaire Completed	12noon
Name #	1 Guest at a Meeting	
Name#	5 New Contact (Name & #)	1pm
Name #	2 New Appointments Booked	
	i New Team Member	2pm
Prospective Reakings to Cont	1 Bus. Debut for new Team Act Member (\$100 & 4 Bkgs.)	Ζριτι
Prospective Bookings to Cont Name #	Total IPAs Today	
		3pm
Name #	Part-Time Consultant	
Name #	5 per week or 1 per day	4pm
" <u> </u>	Full-Time Consultant	- F
	10 per week or 2 per day	
Prospective Recruits to Contact		5pm
Name #		
Name #		6pm
Name #	Directoratily	
Name #	15 per week or 3-5 per day	7nm
		7pm
Errands to Run No	tes to Write Phone Calls to Return	
1 1	1	8pm
2. 2.	2.	
3 3 4.		9pm
4 4	4	\
Notes		
		10pm