

Week 1

Weekly Plan & Scorecard

PERIOD GOAL: Build strong organic marketing momentum!

KEY ACTIONS/TACTICS List of your key actions and the day you wish to complete them	DAY	DONE?
Send 10 networking emails to contacts ^{HTT} HTT	Thurs.	✓
Make 5 networking phone calls IIII	—	X
Reach out to one previous contact by phone	—	X
1 in-person coffee meeting w/ contact	Wed.	✓
AdWords - 30-minute checkup	Fri.	✓
Attend 1 TPA Group Call	Thurs.	✓
Do 10 client sessions ^{HTT} HTT IIII	Fri.	✓
Business Accounting - finish last month	Sun.	✓
Get oil changed	Mon	✓
Set up Auto-bill for electricity bill	Mon	✓
Meditate at least 5mins. 5x: HTT	Mon	✓
Exercise 720min. 3x: II	—	X
Tell my brother I love him	Sat	✓
Read 50 pages in a book	—	X

WEEKLY SCORECARD
 Tactics Completed / Total Tactics ÷ 100 = your percentage

$\boxed{10} \div \boxed{14} \times 100 = \boxed{71} \%$

