

Definitions of Daily Performance

Setting Goals - Daily Targets - 2:

Review goals twice a day, examples:

- Write down daily targets at night for the following day, review them in the morning and work on them throughout the day.
- Read written goals/daily affirmations morning and night

½ Hour Personal Development - Daily Targets. - 2:

- 15 min. of reading - your 10 pages a day
- 15 min. of listening - turn your car into a "Drive Time University"
- These things each count for one point, so do both of them to get your daily target of 2 points.

Any other personal development half hours count for one point.

Events like Super Saturday, Convention, and Regional Events count as Personal Development hours.

Long Distance Packs -

- Any tool that is mailed to a prospect-
 - o CD, DVD, Magazine etc.

Voice Mail Messages -

- Check this off each time you leave a message with anybody.

Placing a Tool -

- Handing out a CD, DVD, Magazine to a local prospect.

Make a New Contact -

- Meeting somebody new and getting their contact info (but not giving a tool)

Dials -

- Check off one for each time you dial the phone, whether or not somebody answers

Phone Contact/Returned Calls -

- Getting an actual conversation: saying interested or not.

Set Appointment -

- Any appointment you have set with a prospect, whether it's to follow up on them reviewing a Long Distance pack, being on a web-cast with them, taking them to a meeting, etc.

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3 - Way Calls -

- Having a third party expert speak on the phone with your prospect or you doing a 3-way call with someone else.

Presentation / Sizzle Calls

- Showing a webcast, playing a sizzle call, showing a DVD, etc. to a prospect

Membership Sales -

- Selling a membership to a prospect. A membership counts as one, ID Theft is one, Business plans are 2. Remember, a sale isn't a sale until PPL corporate office knows about it! In other words, don't count that you got a sale because somebody said "yes", and they will buy *soon*, and don't check it off because you got *most* of the paper work filled out. Only count a sale when the paperwork is completely filled out, money collected, and it's sent in, or the person bought on-line and *you have a confirmation*.

New Associates -

- Recruiting a prospect. Same rule applies in above. When the paperwork is done, money collected, or they enrolled on-line, then, and only then, is it time to celebrate!

Business Briefing / PBR -

- Attending your weekly meeting
- Holding a PBR at your house

1st Step/Game Plan

- Going through the 1st Step form with your new Associate. Once they have CFT Qualified you should hold a game plan interview with your prospect, long distance or local, using the Getting Started Right book. If you didn't get them a book or 1st Step Form and aren't using it, do not give yourself points for this one.

Guests at Systems Trainings or Business Briefings

- Give yourself 10 points for every guest you take to a business briefing (Husband and Wife count as one) Also give yourself 10 points for every new associate that you take to the Systems Training for the very first time only.

Tips:

Each night transfer the total number of points to your Monthly Tracking Sheet. There is an empty box indicating the day of the month, put your number there, then take a highlighter or marker and draw the bar graph up to the appropriate level.

Report your number daily to your workout partner. Remember:

"When performance is measured, performance improves. When performance is measured and reported back, the rate of improvement accelerates."

-Thomas S. Monson

If you don't want to do so much printing, print one copy of the Daily Performance Worksheet on cardstock and get it laminated. You can then use a dry erase marker on it each day, and just transfer the number to your Monthly Tracking sheet, then just erase the data.