



Mentorship Development Plan

"A MENTOR IS SOMEONE WHO SEES MORE TALENT AND ABILITY WITHIN YOU, THAN YOU SEE IN YOURSELF"

BOB PROCTOR

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WWW.BOLDCITYMORTGAGE.COM
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Introduction

Welcome to Herron Real Estate's Mentorship Program. We have created this Mentorship Development Plan as a tool to track your professional development. This will help you organize your days/weeks to be sure you are always focus on the most important tasks that move you closer to your goals.

Contact Information

Agent Name:

Agent Phone Number:

Agent Email:

Mentor Name:

Mentor Phone Number:

Mentor Email:

Mentorship Start Date:

How to use the Mentorship Development Plan (MDP)

The MDP is designed to break down BIG goals into smaller more manageable goals with 90-day targets. Reducing large goals into more digestible pieces significantly increases the likelihood of success.

This plan will systematically work backwards from your goals to help you determine what daily and weekly actions are needed for success. Then, you will schedule these actions in your calendar and discuss your progress with your mentor each week.

At the beginning of each week, you will create a WEEKLY plan. This is designed to lift you out of the daily chaos so that you can work on your business rather than in your business. The WEEKLY plan will involve the following tasks:

- Writing down your goals and your why
- Document tangible objectives for the coming week
- Develop and track daily habits
- Identify a topic you plan to learn more about
- Self-reflection through an end of week review

Taking this one step further, each morning you will create a DAILY plan. This is designed to keep you focused while you are on the front line so that you run your day, rather than your day running you. The DAILY plan will involve the following tasks:

- Write down your weekly objectives (determined in your WEEKLY plan)
- Identify the most important next step for each goal
- Track your business funnel
- Time blocking your day
- Self-reflection through an evening review

Your BUSINESS FUNNEL is designed to track goal progression through measurable steps. The term funnel is used because a lot of “stuff” goes in the larger opening at the top of the funnel and less “stuff” comes out the smaller opening at the bottom. A funnel may not be appropriate for each goal, but it will likely fit at least one. An example of a BUSINESS FUNNEL is shown below:



BUSINESS FUNNELS help you understand that the end goal doesn’t “just happen.” In other words, if you want more closed transaction (from the example above) then you need to make more cold calls. Tracking your BUSINESS FUNNEL consistently will also alert you to problems within the funnel. This will allow you to proactively adjust your process to prevent major impacts to your bottom line.

Three 90-Day Goals

The MDP focuses on three goals because research shows that more than three goals is detrimental to accomplishing any of them. These goals can be whatever you want but HRE recommends you make at least one goal related to personal health, relationships, or hobbies. So, how do we set goals? The following steps will help guide you through the process, but take your time, you will be focused on these goals for the next 90-days so let’s make sure they count! Goal setting should consider the following questions:

1. **Is the goal specific?** – Vague goals are nothing more than dreams. Goals need to be specific so that you know where you want to go and can plan a route to get there. If you wanted to go to an event at HRE Headquarters, you would type “1925 Park Ave. Orange Park FL 32073” into your navigation system. If you only typed Orange Park (vague goal) what are the chances you make it to the event?
2. **Is the goal quantifiable?** – Goals must be measurable if you ever intend to know if you have reached it. Furthermore, a measurable goal can be frequently tracked to determine how close or far away you are from achieving it.
3. **Is the goal achievable?** – The saying goes “If you do what you have always done, you will get what you have always gotten.” This implies you need to push yourself to uncomfortable places to improve/grow and achieve your goals. However, you don’t want to take this too far (meaning you would be pushed too far out of your comfort zone) because research indicates you are more likely to give up, quit, or never get started.
4. **Is the goal aligned with your life?** – Does the goal align with where you want your life to take you? If not, it is time to revisit the goal. Large goals often take years to accomplish, that is years of your life you will be on this journey - let’s be sure this is a journey you are happy to be on!

NOW ITS YOUR TURN – TIME TO SET GOALS AND TAKE ACTION!



90-Day Goal Setting

Goal 1:

Why is this goal important to you?

Achieving this goal will require going beyond this comfort zone:

I understand this goal will likely require the following actions:

Goal 2:

Why is this goal important to you?

Achieving this goal will require going beyond this comfort zone:

I understand this goal will likely require the following actions:

Goal 3:

Why is this goal important to you?

Achieving this goal will require going beyond this comfort zone:

I understand this goal will likely require the following actions:

Goal Review and Week 1 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

 This week my objective is _____

I will work on this goal on _____

(day)

(time)

I have added to my calendar

(check)

Goal 2:

 This week my objective is _____

I will work on this goal on _____

(day)

(time)

I have added to my calendar

(check)

Goal 3:

 This week my objective is _____

I will work on this goal on _____

(day)

(time)

I have added to my calendar

(check)

THE MOST IMPORTANT
 NEXT STEP IS...

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress



Day 1 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 2 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

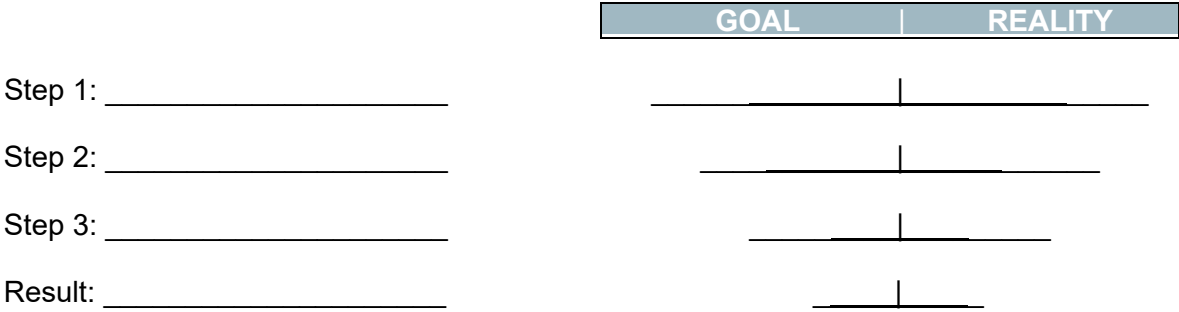
The most important next step:

MENTORSHIP DEVELOPMENT PLAN



Business Funnel

The left side of the funnel represents your goal and the right side represents reality.



Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 3 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 4 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 5 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 6 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 7 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
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6:30	12:30	6:30
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7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 2 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

THE MOST IMPORTANT
NEXT STEP IS...

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 8 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 9 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 10 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 11 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 12 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 13 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 14 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 3 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

**THE MOST IMPORTANT
NEXT STEP IS...**

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 15 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 16 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 17 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 18 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 19 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 20 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 21 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 4 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

**THE MOST IMPORTANT
NEXT STEP IS...**

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 22 Action Plan

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 23 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 24 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 25 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 26 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 27 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 28 Action Plan

JAN			FEB				MAR			APR			MAY			JUN		JUL		AUG			SEP		OCT		NOV		DEC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
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7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

WAY TO GO!

"A journey of a thousand miles begins with a single step"
Lao Tzu

2023
is YOUR year! Your year to
grow, to shine, to be brave,
and to #BEBOLD!

Congratulations on completing your first
month of goal tracking! It won't be long
before you see the rewards of your efforts.

Now it's time to keep that momentum going!
Let us help you enhance the growth of your
emerging business by incorporating
mortgage knowledge and expertise. Call
today to schedule your one on one Mortgage
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ability

is what you are capable of doing

motivation

determines what you do

attitude

determines how well you do it

Goal Review and Week 5 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 2:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 3:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

THE MOST IMPORTANT NEXT STEP IS...	
---	--

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 29 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 30 Action Plan

JAN			FEB				MAR			APR			MAY			JUN		JUL		AUG			SEP		OCT		NOV		DEC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 31 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 32 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 33 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 34 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 35 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 6 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 2:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 3:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

THE MOST IMPORTANT NEXT STEP IS...	
---	--

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 36 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 37 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
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7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 38 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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Wake-up Time: _____	Current Time: _____
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_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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The most important next step:

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Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

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6:00	12:00	6:00
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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 39 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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Wake-up Time: _____	Current Time: _____
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Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 40 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 41 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 42 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 7 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 2:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

Goal 3:

This week my objective is

I will work on this goal on _____ **I have added to my calendar**

(day) (time) (check)

<p style="text-align: center; margin: 0;">THE MOST IMPORTANT NEXT STEP IS...</p>	
--	--

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |



Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

(day)

(time)

I have added to my calendar

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 43 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 44 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 45 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	_____	11:00	_____	5:00	_____
5:30	_____	11:30	_____	5:30	_____
6:00	_____	12:00	_____	6:00	_____
6:30	_____	12:30	_____	6:30	_____
7:00	_____	1:00	_____	7:00	_____
7:30	_____	1:30	_____	7:30	_____
8:00	_____	2:00	_____	8:00	_____
8:30	_____	2:30	_____	8:30	_____
9:00	_____	3:00	_____	9:00	_____
9:30	_____	3:30	_____	9:30	_____
10:00	_____	4:00	_____	10:00	_____
10:30	_____	4:30	_____	10:30	_____

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 46 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 47 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 48 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 49 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 8 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

**THE MOST IMPORTANT
NEXT STEP IS...**

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 50 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 51 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 52 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	_____	11:00	_____	5:00	_____
5:30	_____	11:30	_____	5:30	_____
6:00	_____	12:00	_____	6:00	_____
6:30	_____	12:30	_____	6:30	_____
7:00	_____	1:00	_____	7:00	_____
7:30	_____	1:30	_____	7:30	_____
8:00	_____	2:00	_____	8:00	_____
8:30	_____	2:30	_____	8:30	_____
9:00	_____	3:00	_____	9:00	_____
9:30	_____	3:30	_____	9:30	_____
10:00	_____	4:00	_____	10:00	_____
10:30	_____	4:30	_____	10:30	_____

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 53 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 54 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 55 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 56 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

GRAY HOME INSPECTIONS & GRAY PEST CONTROL



**“ACCOUNTABILITY IS THE
GLUE THAT TIES
COMMITMENT TO THE
RESULT.”**

**“ACCOUNTABILITY
SEPARATES THE WISHERS IN
LIFE FROM THE ACTION-
TAKERS THAT CARE ENOUGH
ABOUT THEIR FUTURE TO
ACCOUNT FOR THEIR DAILY
ACTIONS”**

**CONGRATS ON HOLDING YOURSELF
ACCOUNTABLE AND TAKING MASSIVE ACTION!
NEED ANOTHER ACCOUNTABILITY PARTNER? CALL
OR TEXT ME AND LETS DO THIS TOGETHER!
-AUSTIN GRAY
904-868-0587 / PERSONAL**

Office@grayinspects.com
office@graypestcontrol.com

904-500-PEST (7378)

WWW.GRAYINSPECTS.COM
WWW.GRAYPESTCONTROL.COM

904-500-GRAY (7378)



"A dream doesn't become a reality with magic; it takes sweat, determination, and hard work!" -Collin Powell

Goal Review and Week 9 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

Goal 2:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

Goal 3:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

THE MOST IMPORTANT NEXT STEP IS...	
------------------------------------	--

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 57 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 58 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

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Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Weekly objective:

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Weekly objective:

The most important next step:

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Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 59 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 60 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

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Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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The most important next step:

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The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
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10:30	4:30	10:30

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What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 61 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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Step 1: _____	_____	_____
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9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 10 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

**THE MOST IMPORTANT
NEXT STEP IS...**

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 64 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
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	GOAL	REALITY
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What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 65 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

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Day 67 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

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Day 68 Action Plan

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10:00	4:00	10:00
10:30	4:30	10:30

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Day 69 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

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Day 70 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

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I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

**THE MOST IMPORTANT
NEXT STEP IS...**

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 71 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 72 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 73 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 74 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 75 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
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6:30	12:30	6:30
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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 76 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

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Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
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8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 77 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

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The most important next step:

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The most important next step:

Goal 3:

Weekly objective:

The most important next step:

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Step 1: _____	_____	_____
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9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 12 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

Goal 2:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

Goal 3:

This week my objective is

I will work on this goal on _____ I have added to my calendar

(day) (time) (check)

<p style="text-align: center; margin: 0;">THE MOST IMPORTANT NEXT STEP IS...</p>	
--	--

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
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Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 78 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

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Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 79 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	_____	11:00	_____	5:00	_____
5:30	_____	11:30	_____	5:30	_____
6:00	_____	12:00	_____	6:00	_____
6:30	_____	12:30	_____	6:30	_____
7:00	_____	1:00	_____	7:00	_____
7:30	_____	1:30	_____	7:30	_____
8:00	_____	2:00	_____	8:00	_____
8:30	_____	2:30	_____	8:30	_____
9:00	_____	3:00	_____	9:00	_____
9:30	_____	3:30	_____	9:30	_____
10:00	_____	4:00	_____	10:00	_____
10:30	_____	4:30	_____	10:30	_____

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 80 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 81 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 82 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is "EATING THE FROG"? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

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5:00	11:00	5:00
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7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today... _____

What did I struggle with today... _____

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 83 Action Plan

JAN			FEB				MAR			APR			MAY			JUN		JUL		AUG			SEP		OCT		NOV		DEC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

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Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

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8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 84 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Goal Review and Week 13 Objectives

Each week, review your 90-day goals and break them down into a weekly game plan and put them on your calendar.

Goal 1:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 2:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

Goal 3:

This week my objective is

I will work on this goal on

I have added to my calendar

(day)

(time)

(check)

THE MOST IMPORTANT
NEXT STEP IS...

If you accomplish only one thing this week, what would it need to be to move your goals forward?

Shadowing Opportunities

What shadowing opportunities did you take advantage of this week?

- | | | |
|--------------------|---------------------------|--------------------------|
| ___ Open House | ___ Buyer Consultation | ___ Listing Presentation |
| ___ Buyer Showing | ___ Home Inspection | ___ Negotiations |
| ___ Appraisal | ___ Closing | ___ Inspection |
| ___ Listing Photos | ___ Filling out Contracts | ___ CMA |

Research and Development

The following section is used to define a new skill or process you plan to study, learn, and develop. Developing/refining skills will make you progress more efficiently.

What skill or process do you plan to study/learn/develop?

Why is this important to you?

How will you study/learn/develop?

I will work on this on

I have added to my calendar

(day)

(time)

(check)

Develop and Track Weekly Habits

Use the following table to define and track several habits that will result in progression toward your goals. Define the habit (or action) in the first column and then set the weekly goal in the second column. At the end of each day, write down how many times you performed the habit and add them up for the weekly total to the far right. At the end of each week, compare your performance against your goal.

Habit	Goal	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total

Self-Reflection

What a week that was! It's time to reflect on the successes and struggles of the previous week. Where did it go right and where can you improve. Share this with your Mentor and discuss if celebration or course correction is required. Remember, even small wins add up to big success!

How did I move closer to my goals this week?

What did I learn that will help me next week?

Grade your progress (Circle one):

Made Great Progress

Made Some Progress

Made Little Progress

Made No Progress

Day 85 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
7:00	1:00	7:00
7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 86 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____	_____	_____
Step 2: _____	_____	_____
Step 3: _____	_____	_____
Result: _____	_____	_____

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
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7:30	1:30	7:30
8:00	2:00	8:00
8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____



Day 87 Action Plan

JAN			FEB				MAR			APR			MAY			JUN		JUL		AUG			SEP		OCT		NOV		DEC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

Morning Routine

Most successful individuals are structured in their morning routine – since we are here for success, what routine will help you take control of your day?

Wake-up Time: _____	Current Time: _____
Water / Coffee / Tea <input type="checkbox"/>	Cold Shower <input type="checkbox"/>
Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
Reading <input type="checkbox"/>	Eat the FROG <input type="checkbox"/>
_____ <input type="checkbox"/>	_____ <input type="checkbox"/>

What is “EATING THE FROG”? – The idea is that you identify one challenging task (the frog) and you complete the task first thing in the morning (eating it). To put it simply, eating the frog is the process of identifying your most difficult task of the day and completing it before you do any other work.

Goal 1:

Weekly objective:

The most important next step:

Goal 2:

Weekly objective:

The most important next step:

Goal 3:

Weekly objective:

The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1: _____		
Step 2: _____		
Step 3: _____		
Result: _____		

Time-Blocking

You need to protect the time dedicated to your goals by time-blocking each day.

5:00	11:00	5:00
5:30	11:30	5:30
6:00	12:00	6:00
6:30	12:30	6:30
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8:30	2:30	8:30
9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 88 Action Plan

JAN			FEB				MAR				APR			MAY			JUN		JUL		AUG			SEP		OCT		NOV		DEC	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	

Circle Month/Day

Morning Routine

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Exercise / Meditation <input type="checkbox"/>	Eat Breakfast <input type="checkbox"/>
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Goal 3:

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The most important next step:

Business Funnel

The left side of the funnel represents your goal and the right side represents reality.

	GOAL	REALITY
Step 1:	_____	_____
Step 2:	_____	_____
Step 3:	_____	_____
Result:	_____	_____

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9:00	3:00	9:00
9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 89 Action Plan

JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					

Circle Month/Day

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Goal 3:

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	GOAL	REALITY
Step 1: _____		
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Step 3: _____		
Result: _____		

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9:30	3:30	9:30
10:00	4:00	10:00
10:30	4:30	10:30

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Day 90 Action Plan

JAN	FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV		DEC									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Circle Month/Day

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The most important next step:

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	GOAL	REALITY
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5:30 _____	11:30 _____	5:30 _____
6:00 _____	12:00 _____	6:00 _____
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7:30 _____	1:30 _____	7:30 _____
8:00 _____	2:00 _____	8:00 _____
8:30 _____	2:30 _____	8:30 _____
9:00 _____	3:00 _____	9:00 _____
9:30 _____	3:30 _____	9:30 _____
10:00 _____	4:00 _____	10:00 _____
10:30 _____	4:30 _____	10:30 _____

What did I do well today...

What did I struggle with today...

On a scale of 1 - 10 I would grade today's productivity at a _____

Congratulations!

Congratulations on completing this Mentorship Development Plan! Let's take a moment and look back to see where you started, and to see how far you have come. Self-reflection will help with the following:

- Increase awareness of overall progress.
- Identify progress, opportunities, barriers, and self-limiting behaviors/beliefs.
- Inform and shape future actions and plans.

Take a moment to answer the following questions and discuss with your Mentor.

Self-Reflection Questionnaire

Goal 1:

Did you achieve this goal (yes / no)?	If NO, what percent complete is it?	%
--	--	----------

What are you most proud of with respect to progress on this goal?

Did I make the most of the opportunities available to me, explain?

On a scale of 1-10, how well did I protect my time via time blocking, for this goal?

What necessary action did you continue to avoid, and what was the impact on your progress?

How can you better leverage time, resources, or people to make this task easier to complete?

Can you implement a system to improve efficiency? If so, what would that look like?

MENTORSHIP DEVELOPMENT PLAN



Was this a worthwhile goal and does it still align with your values?

Will you continue to track this goal moving forward? If not, what goal will be taking its place?

Goal 2:

Did you achieve this goal (yes / no)? **If NO, what percent complete is it?** **%**

What are you most proud of with respect to progress on this goal?

Did I make the most of the opportunities available to me, explain?

On a scale of 1-10, how well did I protect my time via time blocking, for this goal?

What necessary action did you continue to avoid, and what was the impact on your progress?

How can you better leverage time, resources, or people to make this task easier to complete?

Can you implement a system to improve efficiency? If so, what would that look like?

Was this a worthwhile goal and does it still align with your values?

Will you continue to track this goal moving forward? If not, what goal will be taking its place?

MENTORSHIP DEVELOPMENT PLAN



Goal 3:

Did you achieve this goal (yes / no)? If NO, what percent complete is it? %

What are you most proud of with respect to progress on this goal?

Did I make the most of the opportunities available to me, explain?

On a scale of 1-10, how well did I protect my time via time blocking, for this goal?

What necessary action did you continue to avoid, and what was the impact on your progress?

How can you better leverage time, resources, or people to make this task easier to complete?

Can you implement a system to improve efficiency? If so, what would that look like?

Was this a worthwhile goal and does it still align with your values?

Will you continue to track this goal moving forward? If not, what goal will be taking its place?

“Progress always involves risks. You can’t steal second base and keep your foot on first”

Frederick B. Wilcox

GRAY HOME INSPECTIONS & GRAY PEST CONTROL



ABOUT "GPC" WHO WE ARE

We provide pest control, termite, rodent exclusion & mosquito suppression. We have a unique perspective on the real estate industry and offer services to our real estate partners such as spot treatments and rodent proofing to help get homes to the closing table. We provide no cost termite prevention on ALL listings which is an added value of working with Gray Pest & Home.

ABOUT "GHI" WHO WE ARE

We are a full service home inspection organization. We are industry leaders in customer service and we have & know what it takes to help you grow your business as a trusted business partner. Same day reports, in house WDO (no 3rd party companies). Mold assessments, pools, docks, bulkheads, commercial inspections, new construction phase inspections.



EMAIL US!

Office@grayinspects.com
office@graypestcontrol.com

904-500-PEST (7378)

WWW.GRAYINSPECTS.COM
WWW.GRAYPESTCONTROL.COM

904-500-GRAY (7378)



Congrats on your progress!!

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