

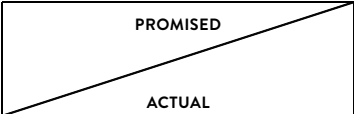
ANNUAL PLANNING

	JANUARY	FEBRUARY	MARCH
	APRIL	MAY	JUNE
	JULY	AUGUST	SEPTEMBER
	OCTOBER	NOVEMBER	DECEMBER

What events are you planning that are not regularly scheduled events?
 What needs to get scheduled on the calendar? What prep-time needs to be scheduled.
 You can also use this to plan monthly newsletters, mailers, farming, etc.

WEEKLY ACTION PLAN						WEEK OF: _____		
MY VISION:								
PROMISED ACTIONS	IN CAL?	MON	TUE	WED	THU	FRI	SAT	SUN

List your promised actions for the week. If necessary indicate which day you will do it and how many if applicable. Enter the time to perform the action on your calendar. Check "In Cal?" if you have scheduled the time for the task.



WEEKLY RESULTS TRACKING		WEEK OF: _____					
	MON	TUE	WED	THU	FRI	SAT	SUN
New Buyer Leads							
New Seller Leads							
Added to Database							
Listing Appts Scheduled							
Listing Appts Completed							
Buyer Consultations Scheduled							
Buyer Consultations Completed							
New Listings							
New Escrows							

SALES

Closed Sales	
Closed Sales \$	
Closed Listings	
Closed Listings \$	