Weekly Plan Sheet for Week Ending

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|  | **Sunday** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** |
| **7:00** |  |  |  |  |  |  |  |
|  **8:00** |  |  |  |  |  |  |  |
|  **9:00** |  |  |  |  |  |  |  |
| **10:00** |  |  |  |  |  |  |  |
| **11:00** |  |  |  |  |  |  |  |
|  **12:00** |  |  |  |  |  |  |  |
|  **1:00** |  |  |  |  |  |  |  |
|  **2:00** |  |  |  |  |  |  |  |
| **3:00** |  |  |  |  |  |  |  |
| **4:00** |  |  |  |  |  |  |  |
| **5:00** |  |  |  |  |  |  |  |
| **6:00** |  |  |  |  |  |  |  |
| **7:00** |  |  |  |  |  |  |  |
| **8:00** |  |  |  |  |  |  |  |
| **9:00** |  |  |  |  |  |  |  |
| **Booking Attempts** **$1 each** |  |  |  |  |  |  |  |
| **Sharing Appt $20** |  |  |  |  |  |  |  |
| **Hostess $10****Reorder $10** |  |  |  |  |  |  |  |
| **Mtg./Event/training I attended $5** |  |  |  |  |  |  |  |

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| **Income Producing Activities** |
|  1 Party (3 or more faces, $100+ retail) 1 FB Live Event (5+ guests) 2 Facials or OTG Appointments ($100+) 2 FB Live Commercials (Goal $100+) 10 Scheduled FB posts (Goal $100+) Re-orders (1 per $100) 1 Video & F/U (google form submitted) Sharing Appt (google form turned in) 1 Guest at meeting/FB/Zoom event 7 NEW Leads 2 NEW Bookings (facial, party, FB party) 1 NEW Team Member 2 NEW Basic Skin care sets Sold 1 Business Debut **Total IPAs for the Week***5 IPA = Part Time, 10 IPA = Full Time, 15 IPA = Car* |
| **Take Daily Mental “BATHS!”** |
|  B Booking (at least 1) A Affirmation (Out loud 3 times per day) T Training (unit meeting, hotline, reading) H Hello (Call/text/email director) S Social Media (Engage in Unit, Area, &  Personal Customer groups) |
| **Weekly Stats** |
| Retail $:WS Order $: Supply Order $: | #Booking Attempts:# of Faces:# of Bookings:# of Miracle Sets:# of Leads:# of Interviews:# of Reorders: |

**Color Code Your Activities**

|  |  |  |  |  |
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| **Quiet Time/Personal** | **Family Time** | **Sales/IPA** | **MK Office/Meetings** | **Booking Time** |