

Daily Tasks

“WE BECOME WHAT WE WANT TO BE BY CONSISTENTLY BEING WHAT WE WANT TO BECOME EACH DAY.” ~ Richard G. Scott

The Power of 15 Break up your tasks into 15 minute Power Segments. Set a Timer!

DATE: _____

♥ 15 MINUTE PERSONAL DEVELOPMENT (AUDIO OR BOOK)

♥ ASK 3 PEOPLE FROM YOUR PARTY OR VIP ABOUT JOINING ToH

- Name: _____ Joined Sneak Peak? Y N
- Name: _____ Joined Sneak Peak? Y N
- Name: _____ Joined Sneak Peak? Y N

♥ ASK 3 PEOPLE TO HOST AN ARTISAN SHOWCASE/POPPIN PARTY

- Name: _____ Yes / Maybe Date: _____
- Name: _____ Yes / Maybe Date: _____
- Name: _____ Yes / Maybe Date: _____

FOLLOW UP WITH CUSTOMERS

♥ 2 DAY FOLLOW UP

- Name: _____ Ask to Host? Y N
- Name: _____ Ask to Host? Y N
- Name: _____ Ask to Host? Y N

♥ 2 WEEK FOLLOW UP

- Name: _____ Ask to Join VIP? Y N
- Name: _____ Ask to Join VIP? Y N
- Name: _____ Ask to Join VIP? Y N

♥ 2 MONTH FOLLOW UP

- Name: _____ CC & Asked to Host? Y N
- Name: _____ CC & Asked to Host? Y N
- Name: _____ CC & Asked to Host? Y N

♥ MAIL THANK YOU CARDS TO HOSTESS

_____ CARDS MAILED

Daily Facebook Posting

♥ ADD 3 NEW FRIENDS TO VIP GROUP (MESSAGE FIRST)

- Name: _____ Accepted: Y N
- Name: _____ Accepted: Y N
- Name: _____ Accepted: Y N

VIP Posts can be scheduled. Personal Wall- set timer

♥ SCHEDULE PARTY POSTS (BEST DONE AT NIGHT FOR NEXT DAY OR WEEK)



♥ POST 2X EA. ON PERSONAL WALL & VIP GROUP (P / V)

➔ Use Theme Days or Mix It Up

- _____ LIVE 1x week
- _____ Motivational Quote
- _____ Product Post (Only on VIP & Only 1x week)
- _____ Family / Kids / Pet / Personal Posts
- _____ Artisan Stories
- _____ Fun Engagement / Interactive Post
- _____ Fashion / Food / Fitness / Hobby
- _____ Top Hostess (Monthly or Quarterly)
- _____ Shout Out VIP Member (Something they posted)

♥ POST IN YOUR STORY ♥ FB ♥ Instagram

♥ POST 2X ON INSTAGRAM ♥ _____ ♥ _____

♥ COMMENT ON FRIENDS' BIRTHDAYS (STAND OUT!)



♥ COMMENT ON 3 FRIENDS' POSTS



♥ REPLY TO COMMENTS ON YOUR POSTS-

- ➔ Ask questions, be original for each comment
- ➔ PRIVATE MESSAGE those that comment a lot and invite to VIP

- ➔ **CC: Customer Care:** Video, Article, Sale, New Item that pertains to purchase
- ➔ **CC:** Always build relationship, make connection, be friendly and ask to Host as a friend.

A party each week keeps your business in action and your Team growing!