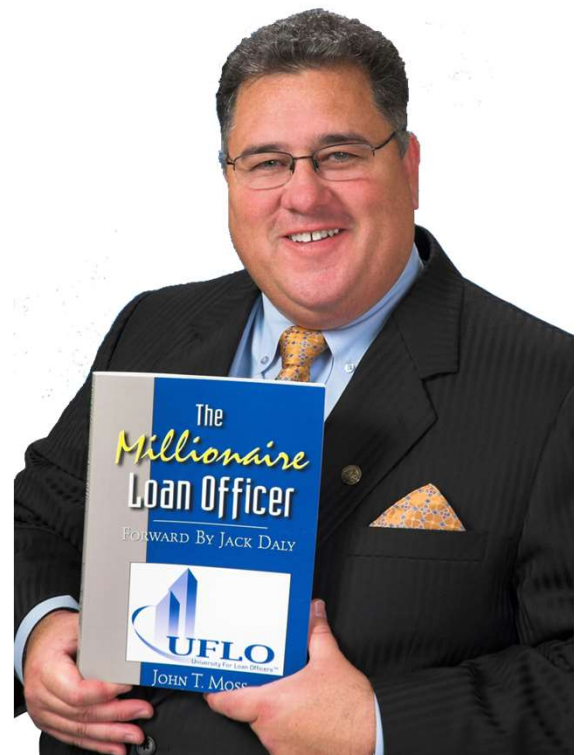


Goal Setting & Time Management

Produce more revenue in
less time.

Online Training
Event Notes

Provided By
John T. Moss



Production Accountability & Goal Sheets



Module 10

Reporting & Tracking/Marketing: Production Accountability, Goal Sheets.

Name: _____ Month, _____ Date, _____

Approx. Hr. Sch. For Month: _____, & Wk. Days, _____

Approx. Leads needed,

Per. Month: _____, & Apps. Taken, _____

Per. Week: _____, & Apps. Taken, _____

Per. Day: _____, & Apps. Taken, _____

GAME PLAN TO ACHIVE GOALS!

I'm going to write _____ applications this month. I will do this by pacing, paraphrasing, and probing my customers to understand their goals. To achieve this I must get/make _____ leads, and write _____ applications a day! I'm confident I will do this because three of my strengths are _____, _____, and _____.

Also, because I'm going to improve on these two things this month, as I continue to help our customers. One being _____, and two being _____, I'll do this by _____, and by _____.

Tracking my Accomplishments this month!

Week One I wrote: _____. I need _____.

Week Two I wrote: _____. I need _____.

Week Three I wrote: _____. I need _____.

Week Four I wrote: _____. I need _____.

This month I wrote a total of _____ Applications & I Had _____ Funding.

Manager or support staff goals and action plan for success!

Mgr. 1st of month: _____

Mgr. Mid-month: _____

End of month: _____

Initials & date of managers one on one:

_____, _____, _____

Fly Like A Goose!

Next fall, when you see geese heading south for the winter...
Flying along in a "v" formation... you might consider what science has discovered as to
why they fly that way:

As each bird flaps its wings,
it creates an uplift for the bird immediately following.

By flying in a "v" formation the whole flock adds at least seventy – one percent greater
flying range than if each bird flew on its own.

People who share a common direction and sense of community can get where they are
going quicker and easier because they are traveling on the thrust of one another.

When a goose falls out of formation, it suddenly feels a drag and resistance of trying to get
it alone...

And quickly gets back into formation to take advantage of the lifting power of the bird in
front.

If we have as much sense as a goose, we will stay in formation with those who are headed
the same way we are.

When the head goose gets tired, it rotates back in the wing
And another goose flies point.

It is sensible to take turns doing demanding jobs with people or with geese flying south.

Geese honk from behind
to encourage those up front to keep up their speed.
(What do we say when we honk from behind?)

Finally... and this is important...

When a goose gets sick, or is wounded by gunshots and falls out of formation, two other
geese fall out with that goose and follow down to lend help and protection. They stay with
the fallen goose until it is able to fly or until it dies; only then do they launch out on their
own or with another formation to catch up with their group.

*If we have sense of a goose,
We will stand by each other like that.*

*** Remember how precious Time is!***
**The only thing in life that we cannot
replace.**

Instructions: Think about each area for ten seconds prior to moving on!

If you want to realize how important a year is,
Ask a student who just failed a final exam.

If you want to realize how important a month is,
Ask a mother who just gave birth to a premature baby.

If you want to realize how important a week is,
Ask a weekly news editor.

If you want to realize how important an hour is,
Ask any hourly wage earner with children to support.

If you want to realize how important a minute is,
Ask two lovers who are waiting to meet.

If you want to realize how important a second is,
Ask an accident driver.

If you want to realize how important a millisecond is,
Ask a gold medal winner.

**So, make every moment in your life count because the one thing in life we cannot replace
is our most precious time!**

“MAKE IT HAPPEN”

YOU ARE WHAT YOU EAT!

One evening an old Cherokee told his grandson about a battle that was going on inside himself. He said, "My son, it is between 2 wolves. One is evil: Anger, envy, sorrow, regret, greed, arrogance, self-pity, guilt, resentment, inferiority, lies, judgment, false pride, superiority and ego.

The other is good: Joy, peace, love, hope, serenity, humility, kindness, tolerance, benevolence, empathy, generosity, truth, compassion and faith..."

The grandson thought about it for a minute and then asked his grandfather, "Which wolf wins?"

The old Cherokee simply replied, "The one I feed."

*"Only you can control your attitude, and that
will control your altitude!"*

- ZIG ZIGGLER