

## RED JACKET PRIORITIES

### ***.A. PRIORITIES! Always.Daily before anything else:***

1. Booking, Coaching & Holding Personal Classes
  - a. No less than 9 faces per week & \$300 in sales
  - b. Market at every class
  - c. Follow-up with every guest, no matter what, 24 to 48 hrs. after marketing
2. Scheduling, Coaching and Following up With Personal Guests From Unit Meeting
  - a. 2 to 3 guests at unit meeting every week
3. Meeting New People.5 names per day, 6 days per week
  - a. Referrals from skin care classes
  - b. Skin care surveys
  - c. Warm chattering
  - d. Placing basics
  - e. Facials on the go
4. Calls to team members (twice a week)

### ***.B. PRIORITIES! Better late than never . Must do, but not first!***

1. Returning phone calls
2. Servicing personal customers
3. Listening to positive books and tapes
4. Reading incoming mail

### ***.C. PRIORITIES! Can do if you.re bored!***

1. Personal challenges to team members
2. Notes and cards to team members
3. Chatting with other ***upbeat*** consultants

### ***.D. PRIORITIES! Delegate!***

1. Unpacking and labeling product
2. Placing orders
3. Birthday cards to team members
4. Birthday cards to customers