

Use this template to clarify your goal, set your progress goals, and the three actions & tasks you should focus on.

By the end of this exercise, you'll have:

- A SMART goal (*Specific, Measurable, Attainable, Relevant, Time-Based*)
- The top three milestones to focus on for the next 3 months
- The top three actions and tasks to focus on every week to move you closer towards your goal.

What will you achieve in the next 3 months?

SPECIFIC GOAL:

Currently generating: \$ per month.

I will increase my revenue to: \$ per month.

Increasing my revenue is important to me because:

PROGRESS GOAL 1:

I will increase the number of leads per month by %.

This will result in \$ per month.

ACTIONS + TASKS:

What are your top three ways of generating leads currently?

1.
2.
3.

What are the top three actions you can take to find more prospects/leads?

1.
2.
3.

2

PROGRESS GOAL 2:

I will increase the average conversion rate of leads by %.

This will result in \$ per month.

ACTIONS + TASKS:

What are your top three ways of converting customers currently?

1.

2.

3.

What are the top three actions you can take to convert more prospects/leads?

1.

2.

3.

3

PROGRESS GOAL 3:

I will increase the average revenue per customer by %.

This will result in \$ per month.

ACTIONS + TASKS:

What are your top three ways of increasing revenue per customer currently?

1.

2.

3.

What are the top three actions you can take to generate more revenue per customer?

1.

2.

3.