

Andrea's BUSINESS DAILY METHOD

Daily:

- Self-Development: Mindset
- Stories: Family, Funny, Faith & Business / **Feature** Team Members
- Daily Bootcamp posts
- Post on Facebook Stories
- Post on Instagram Stories
- Post Motivational/Inspiring Post on Facebook/Instagram
- Wish people Happy Birthday the Day before
- Wish people Happy Birthday the Day of and Ask What plans do they have?
- Message people about their Birthday Discount Code
- A week Later, Check people you have talked to and Message them.
- Add 10 friends on Facebook
- Connect with 15 people on Facebook
- Remove 10 unactive friends per day
- Prospecting (Opportunity)
- Book Parties
- Opportunity live
- Answer inbox Messages
- Ask for Referrals (Reviews, opportunity, Brand Ambassador)
- Noon Lives
- Reels on Instagram
- Take pictures of noon lives and post on VIP Chat/ VIP groups
- Check Business Page's Messages
- Happy Mail for Customers – 2 per day
- Check Reports: New Registered Customers
- VIP chat – New Releases
- Post New Releases on BP& VIP group
- Onestream.live – 3am Flash Sales
- Albums after live Parties – Pictures
- Follow up on Orders
- Export Orders – Shopify
- Enter Items to carts (VIP chat, group, BP)
- Sweet Stacks – Daily
- Shipping
- Entering Inventory Quantity to system

Weekly:

- Send Reminders on Weekend & Monday Mornings
- Create live selections
- Schedule Posts for Business Page/VIP group
- Recaps (Wed. & Fri.)
- Singles Night – 4th & 14th @ midnight
- Saturday Albums – Back Office Pieces Available
- Shop the Wall – M, W & F 15min
- Shop the Vault – Saturday 15-30min
- Key Word/Win it Friday
- Party Groups – So she can have her own VIP Group
- Schedule Party Posts
- Message Hostesses
- Print Business Opportunity Packages to mail
- Print Hostess Packages to mail

Monthly:

- Monthly Giveaway Live
- Monthly Spirit Week/Rainbow Challenge
- Monthly Zoom Party – Game night
- Crown Customer of the Month
- Round Robin – Buckets
- Send Reminders on Weekend & Monday Mornings

Team Daily Method of Operation

Daily:

- Do Motivational Post
- Post Daily Challenge (Bootcamp)
- Pro App – Birthday, Anniversary, New Consultant
- Check Reports (Guide 4) & Post Recognition
- Personally Sponsored/adopted – Message/cards/follow up.
- Prizes & Rewards
- Chats/Telegram
- Power Hour
- Inner Circle
- Analyzing Profiles – Daily team chats (M-F)

Weekly:

- Opportunity Nights
- Fearless Friday
- Success Stories
- WAM's - Mondays & Wednesdays
- Sunday Dump Brain (Schedule Posts)

Monthly:

- Monthly Letters – New Consultants & What's coming up
- Communication – **Individually**
- Sharable Team Calendar
- Monthly Review Live (beginning and end)
- 3rd Wednesday – Onboarding/Re-launching Zoom
- 4th Week – Spirit Week/Rainbow Challenge
- 4th Sunday – Producer's and above Zoom