

Income-Producing Activities

Name: _____

Week Ending: ____/____/20__

Did your activities support your goal this week? (Circle One) Yes No

Total IPAs _____

Income-Producing Activities	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Skin Care Class or Collection Preview (minimum 3 faces)							
2 Facials or On-The-Go Appointments (minimum 2 faces)							
1 Team Building Interview (with Questionnaire completed)							
\$100 Retail Sales -- Customer Service, Website, Catalog, etc.							
1 Marketing Call Follow-Up (with Questionnaire completed)							
1 Guest to Meeting (18+ - stays for Marketing presentation)							
5 New Contacts							
2 New Bookings (Classes, Facials, On-The-Go, etc.)							
1 New Team Member							
5 Invited Guests (to a Unit Meeting or Mary Kay Event)							

Note: Items do not have to be completed in one day. Ex. One Booking on Monday and a new Booking on Wednesday equals an IPA. \$50 on Tuesday and \$50 on Friday equals another IPA. Write down "1/2" in the allowable space.

Notes:

Part Time Consultant = 5 IPAs

Full Time Consultant = 10 IPAs

Goal to Earn Car or Directorship = 15+ IPAs

MARY KAY

Created by Sara Eatherton-Goff

Weekly Focus Chart

Tracking for Women Committed to Moving Up to Director and Driving FREE

Name _____

Week Ending ____/____/20____

Non-Negotiable: 6 New Bookings

4-6 Guests at Events \$600 Retail a Week Finish Weekly Checklist

6 New Bookings

Name	Date

Create a \$600+ Week

Class Hostess	Sales

Class Total Sales \$ _____

Facials/On-the-Go	Sales

Facials/OTG Total Sales \$ _____

Reorders/Web Sales	Sales

Reorders/Web Total Sales \$ _____

4-6 Guests at Events

Name	Date

Sharing Appointments

Name	Date

Weekly Checklist

- Contact Director with all \$100 days
- Submit your Weekly Accomplishment Sheet
- Track your Faces on your Power Start Plus Sheet
- Place your Wholesale Order to the Company
- Follow up on potential new team members
- Coach your Hostesses

MARY KAY®

Weekly Plan Sheet

Coaching One ___/___/___

<input type="checkbox"/>	Hostess / Other
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Coaching Two ___/___/___

<input type="checkbox"/>	Hostess / Other
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Coaching Three ___/___/___

<input type="checkbox"/>	Hostess / Other
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Notes

Customer Service

<input type="checkbox"/>	Customer
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	

Interviews

Interviewee	Decision	
	YES	NO

Follow-Up / Other

	Customer	Reason
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		

Outcome

No. New Bookings		Weekly Sales Goal	
No. of Interviews		Total Weekly Sales	
No. of New Customers		<i>GREAT JOB!!!</i>	

Perfect 10 Tracking

Your Name: _____ Month: _____

How It Works:

Perfect 3 = 3 Parties, 3 Interviews, \$300 Wholesale

Perfect 6 = 6 Parties, 6 Interviews, \$600 Wholesale

Perfect 10 = 10 Parties, 10 Interviews, \$1000 Wholesale

Perfect 15 = 15 Parties, 15 Interviews, \$1500 Wholesale

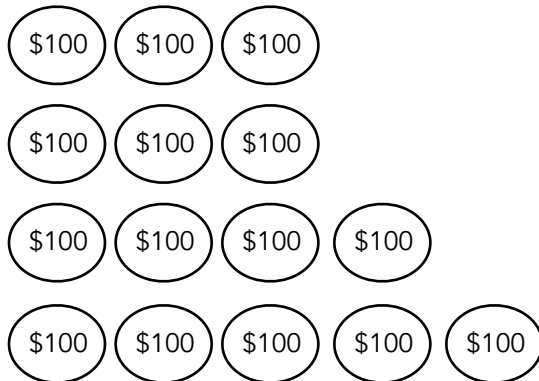
Parties:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Interviews:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Wholesale:



Full Circle Tracking

	Customer Name	Sales	Opportunity		Level of Interest	# of Referrals	2nd Appt. Booked (Date)
1		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
2		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
3		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
4		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
5		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
6		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
7		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
8		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
9		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
10		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
11		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
12		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
13		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
14		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
15		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
16		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
17		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
18		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
19		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
20		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
21		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
22		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
23		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
24		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
25		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
26		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
27		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
28		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
29		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
30		\$	<input type="checkbox"/> YES	<input type="checkbox"/> No			<input type="checkbox"/> Hostess
Totals of each column for the Month		\$					

This Month's Prospects

Month: _____

This Month's New Prospects

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

Follow-Up from Previous Months

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Doing Pink Pillow Test

"Hi _____, this is _____! I couldn't wait to call you today to see if you had any Pink Dreams last night?!"

YES! "Fantastic! I know you're going to be great! Let's go ahead and get you started!" ("fill out your Agreement!")

	Follow-up Date/Time
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

she said Yes!!!

Ask her immediately: "When in the next 48 hours is a good time for our Director to call and welcome you into our Unit?... Great! I'll let her know! You are going to love our Director! (She will be giving/I'll give) you a New Consultant Packet and will walk you through your First Steps! I'm so excited for you!!"

	Welcome Date/Time
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____

Notes _____

Bubble Sheet

____/____/20____
Date Started

____/____/20____
Date Sheet Completed



Slash for
contact
attempted



"X" when
contact is
made



Shade for
booking
made

**"Bookings are the
lifeline of your business."**

If you're out of bookings,
you're out of business."

- Mary Kay Ash

**56 Calls =
10 Bookings**

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Notes:

