



Business Name:

Action Plan for quarter-end:

Quarterly Goal	Business/ Personal	SMART Objective(s)* (Specific, Measurable, Achievable, Relevant and Time-bound)	Action steps to take	Person Responsible	Due Date	Status
Generate \$x of new business revenue	Business	Attend 2 networking events	▪ Attend event ABC	Name	31/07/2022	Completed
			▪ Attend event DEF	Name	30/09/2022	In progress
1.						
2.						
3.						
4.						

My reward for achieving all my goals will be...

Do you need help creating a tailored business plan that aligns with your vision and gives you clarity on the direction of your business?

[Book](#) a free 20-minute video chat to discuss your options.

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