

How Is Your Business Running?

3 IMPORTANT THINGS

YOU SHOULD KNOW ABOUT YOUR BUSINESS OPERATIONS



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Congrats!

On taking this first step in changing how your business is running. Running a business can be hard. There are so many moving parts and variables but, in this workbook, we are going to tackle 3 FUNDAMENTALS to change how you see your business and give you the FRAMEWORK to make your life easy.

LET'S GET DOWN TO IT!

I will make this quick and easy. Over the next 7 days fill out this workbook. Yes, I said fill it out! I know you think you have most of this memorized BUT writing it down will let you see your business from another perspective.



Look at Your Business Financials

Profit and Loss Statement

A. LABOR

How much are you spending in labor on average weekly?

Do you need to hire?

Are you overstaffed?

How much is your quarterly taxes on average?

B. VENDOR INVOICES

Are you Overspending? Do you need a new vendor?

Are you Underspending or getting poor quality products?

C. What are your peak hours?

Please Note: How much do you make at those times?

D. What are your top offers or services?

Please Note: How much do you make off those items? How much do they cost you?

Standard Operating Procedures (SOPs)



A. How are the employees doing? List your employees.

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





B. Are your employees trained?

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

C. Do they have everything they need to do their job?

D. How is the work environment?

E. Are you responsible for employee failure?

*Think Hard: Have you equipped your employee with everything they need to succeed?
For example, training or tools.*

C. Do you need to fire someone?

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

Business Owner Assessment

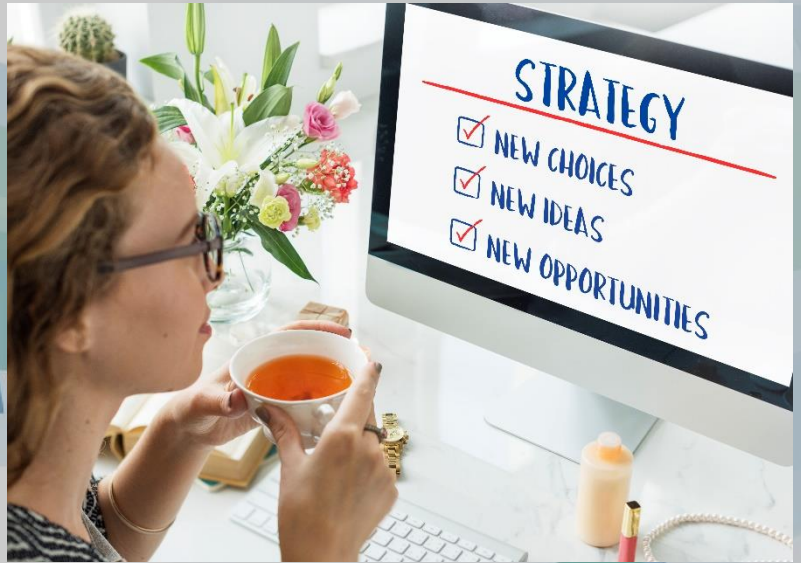


A. Are you where you want to be in your business?

B. Did you realize a financial trend you didn't see before?

C. Did you find flaws in your operations, if so what?

B. How are your employees really doing operationally?



E. Did you see your business differently after completing this workbook?

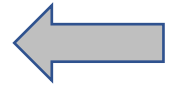
F. Do you need to make some changes, if so what?



**Do you need help making these changes happen?
I got you!**



[NO COST! 15 Minute Discovery Call](#)



Get Unstuck! Learn 3 tips to apply right now to change your business.

15 Minutes with Jackie explaining your business and your challenges. Jackie will give you 3 tips to apply right now to change your situation. At no cost to you! Nothing to lose, only financial freedom to gain.



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