



Activate
BREAKTHROUGH

**INCOME
PRODUCING
ACTIVITIES**

Daily IPA Checklist

*does not include time in the Word, praying & rest as those are foundational to building your business & life!!!

If you have 3-4 hours a day to build your business

- Read 10 pages of a book of your choice / listen to 20 mins of an audio book / podcast
- Send 20 new friend requests on fb / follow 20 new accounts on insta (in your niche)
- Message all new connections
- Message story viewers
- Send out birthday messages
- Like & comment on 20 posts in your feed
- Post minimum of 1 post a day
- Post minimum of 6 stories a day
- Reply to comments on posts
- Message those who liked your post and / or commented
- Ask God to bring anyone to mind who He'd like you to connect with "Bring me the people who need the business and bring me the people who need the water"
- Prequalify any new leads / respond to messages
- Move all existing leads to their next step - watching masterclass? BA call? Loaner machine? Paperwork?
- Goal - 2 new leads a day

- Follow up with team, inspire & encourage
- Plan content - do the work - review how it went
- Extra time - watch mastery section in ABA - get inspiration for content

Weekly tasks

- Schedule down time - day of rest! Other times to
- reflect - where are your missing links?
- Go live
- Story videos 2-3 times a week
- Look into outsourcing
- Read verses & affirmations aloud (could be daily)
- Complete 1 video in the mastery section
- Plan for the week ahead - cycle through content - all types & all medias
- Take a 24 hour break from your stories
- Check ad performance
- Watch the weekly huddle
- Book an interview with someone in the business
- Check in with your accountability group
- Check in on team

Thank God for what you've accomplished, what you've learned, and how you've grown! Remember your vision & your why! Reset for the week ahead