www.UltimateBizPlanner.com



Entrepreneur Success Planner

Plan for your success and you will have a plan to guide you to achieve your goals. ~Lou Ludwig

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This Success Planner Belongs to:

Name		
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Phone		Inneuvanit
Fax	Cell	
Company Name		
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Email:		
In Case of Emergency:		
Name:		Relationship
Phone:	Work	Cell

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Many of my clients come to me because they need to get organized while managing their business and their household. They all say that "they know they need to get organized," and sometimes they even have the supplies. Like proud children, they pull out planners and smartphones and tablets and show me what they've bought to help them get organized.

Having some type of planner-paper or electronic-is the first step to becoming organized. However, having a planner does not necessarily mean that you're using it to the most profitable abilities. Here are some ways to make your planner work for you. I like to think of P.A.M. throughout the day. Much like the cooking spray it allows you to easily transition through your day.

- Preparation: take one day a week to prepare yourself for the following week, month. Use this planner as a guide to collecting all aspects of life and having it available in one centralized place. Whether you keep this at your office or with you at all items (which is recommended) this planner should allow you to work, play and manage your household.
- Action: Creating a schedule, making a goal list, or planning an event all looks good on paper. Take physical action to achieve the results you choose or you have wasted your time and money with this Success planner.
- 3. **Maintenance:** You cannot plan your year in one day and never look at it again. M aintaining your records, party list, to do list and reverting back to several times a day will be the key to more organized successful balanced business and life!



Some tips and tricks on how to make the most of your Ultimate
Biz Day Planner



In case you orget

The palest ink lasts longer than the most retentive memory. -<u>Chinese Proverb</u>

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Marketing Subscriptions

Site Name	Advertising Package	Cost/ Fee	Expiration	Username	Password Hint
Constant Contact	Basic	19.99	1/1/16	Ultimate Biz Planner	<i>G</i> 01
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		/Lijll			

Log-In Reminder

Website	Username	Password Hint
BusinessCardsForBusiness,com	Ultimate Biz Planner	GetOrganized
Basiness Sapplies, com	Ultimate Biz Planner	Get Organized
Email Marketing, com	Ultimate Biz Planner	GetOrganized
Social Media, com	Ultimate Biz Planne	GetOrganized
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Log-In Reminder

	CVVCDV ODICI		
Website	Username	Password Hint	
BusinessCardsForBusiness,com	Ultimate Biz Planner	901	
Basiness Sapplies, com	Ultimate Biz Planner	GetO2	
Email Marketing, com	Ultimate Biz Plann	G201	
Social Media, com	Ultimate Bu Do	9011	
	0		
	This is a great spot	to put the websites	
	that are associated	with your business.	
	We don't advise yo	u to write your pass-	
v	word but something	to remind you in case	
	you forget. For exan	nple, if our Password	
	was GetOrganized1 our		
	Password Hint is G	O1. We also recom-	
	mend you use different variations of your		
	password to prote	ct you from hackers	

Notes:	
	60
A (A CONSULTANT
(0)	



Monthly Schedule

"One of the greatest resources people cannot mobilize themselves is that they try to accomplish great things. Most worthwhile achievements are the result of many little things done in a single direction." – Nido Qubein

Annual Focus Page

Yearly Sales Goal: \$750	2,000_					
Beginning Sales \$:35,0	00					
Mileage: <u>14,019</u>	Mileage: <u>14,019</u>					
Opportunity Meetings	5: <u>220</u>					
Client Additions: <u>52</u>						
Expo :_24 N						
Conference Calls Atte	nd: <u>36</u> Training N eeti। ३ऽ: <u>12</u>					
Speaking /Other Even	ts: <u>36</u>					
Social Media Reach:						
Facebook: <u>5,000+</u>	Twitt 2r: <u>10,000+</u> Other					
():						
Linked In:						
Tumblr:	Other ():					
Marketing Campaigns	s/Ideas/Opportunities:					
(TV/PRINT/RADIO/W	EB/SOCIAL MEDIA)					
1.	4.					
2.						
5.	This is where your year begins.					
3.	Whether it is the middle of the year or					
6.	January 1st our calendars are undated					
Other Ideas:	so you can begin where you want to.					
	Our Annual Focus Page allows you to					
	take steps to plan your Successful					
	Business Year.					

Monthly Focus Page

Sales Goal:\$ <u>62,500</u>	Opportunity Meetings: 8
Contacts thre	aughout the month: 14

MUST Contact for this month: Connect with the

rhone	Reason
55 <i>Σ-123-</i> 4567	Grow basiness/Gain . Pient

Increase my email mbscriber list	
This is a place to set goals ever and at the end of every month a check-up. When you write do goals it allows you to hold you	there is own your rself ac-
them it allows you to speed momentum of achieving thos	up the

Month: January

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	
1	2	Constant of the second of the		
8		10	11	
1,5	16	17	18	
22	purpose. This our day planne		purchase f the year.	
	fiscal year. Also	end for your , have a notes you need to r	section for	

Year: 2013

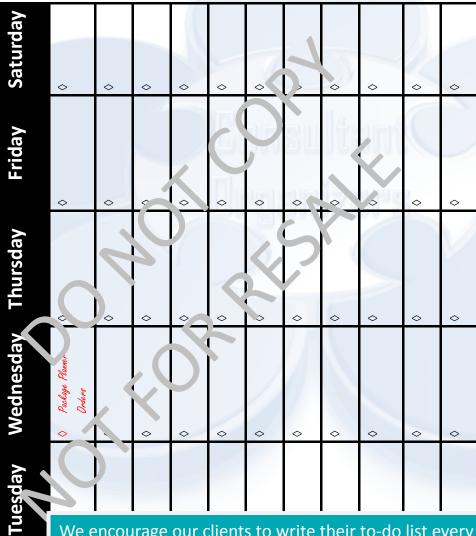
	FRIDAY	SATURDAY	SUNDAY	I 40CCS.
	5	6		the 28th By January
			Posi	I Zers
	12	13	14	
	19	20	21	
	26		28	
	20	27	28 12p-5p ABC Event	
	9		Somewhere, Near	
			Parameter	
ľ		AN 7 /		

Notes:

I need to register for the event on
the 28th By January 15th
LEIT
ZEES_ A
tent()

I can and I will achieve every goal that I set for my self and my business.....

Read	th Goal: 1 am the best Day Planner for Women Business Owners, Entrepreneur
and D	Pirect Sales Consultant, Helping Women B sin es Un er become more productive d
effici	ent in their business.
Activ	ve Goal an living and active and hearing lifestyle everyday.
1	
	10, GY
2	
3	
4	
5	We encourage our clients to write their goals every
C	week. Same time, same place so that it become a Suc-
6	cessful habit. Your Reach Goal is something you aspire
7.	for you or your business if all resources were available to
<i>'</i>	you. Your
8.	active goal is a healthy lifestyle goal you have for yourself
	overall. The ten goals are things you strive to achieve
9	that will help you get to your reach goal. (Check out my
	blog on my Success with my past business' and current
10	business using this goal obtainment model.
	www.DeBolton.com)



We encourage our clients to write their to-do list every day. Same time, same place so that it become a Successful habit. Check your goal on the same minute of every hour. For example: 9:16a, 10:16a,11:16a,12:16 p etc. Make an alarm on your phone; for 60 days until it because a habit. This will keep you focused on the task at hand and get a lot more things done. (Check out my Conquer Your To Do List video at www.DeBolton.com)

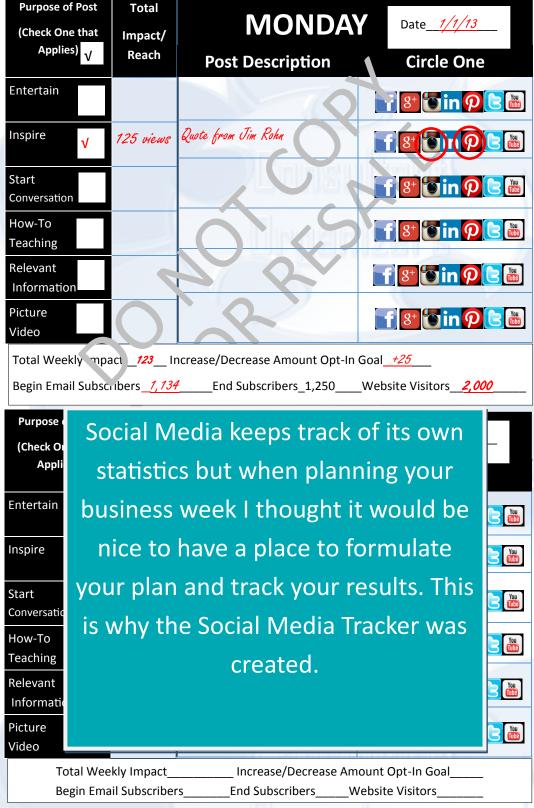
Week of______ I am grateful, passionate, hopeful and enthusiastic for today.....

MONDAY		TUESDAY	WEDN	ESDAY	
Exercise	6:00	E			6:00
Plan for Day	7:00	00	life	ni(7:00
Conference Call	8:00	8:00			8:00
Networking Event	9:00	9:00			9:00
	14.60	16:00			10:00
	11	N. C. S.			10:00 11:00 12:00
	12:00	12:00			12:00
Meet with Client	1:00	1:00			1:00
Log y	ou	r daily schedule	here		2:00
	f	or each week.			3:00
					4:00
6					5:00
	ŏ	ŏ			6:00
	7:00	7:00		~//	7:00
	8:00	8:00	ulten	n#C	8:00
	9:00	9:00			9:00

Week of______ I am grateful, passionate, hopeful and enthusiastic for today.....

THURSDAY		FRIDAY		SATURDAY		SUNDAY
	6:00		5:00		6:00	
	7:00	7	7:00	sultan	7:00	
	8:00		8:00		8:00	
	9:00		9:00		9:00	
	10:00	4	10:00		10:00	
	11:00		1.00		11:00	
	12:00	N. K.	12:00	/A	12:00	
	1:00		1:00		1:00	
			2:00		2:00	
	3:00		3:00		3:00	
	4:00		4:00		4:00	
	5:00		5:00		5:00	
	6:00		6:00		6:00	
	7:00		7:00		7:00	
	8:00		8:00		8:00	
	9:00))[jj	9:00	sultan	9:00	1
Marketing	M	ake a Sale	This	Week's Mileage		

Beginning Sales \$_____ Ending Sales \$_____ Business Resources \$_____ Follow-Ups_____ Meetings____ Tele/Web Mtgs____



Purpose of Post	Total .	WEDNESDAY Date			
(Check One that Applies)	Impact/	112337	Date		
Applies) $\sqrt{}$	Reach	Post Description	Circle One		
Entertain			f 8+ oin p b		
Inspire			f 8+ oin p E Wall		
Start Conversation		70	f g+ oin p E		
How-To Teaching		LITTE	Soin P E		
Relevant Information			f g+ oin p le (Vau		
Picture Video			f 8+ o in p E		
			Total Weekly Im-		
			pactIncrease/		
Purpose of Post	Totąl				
(Check One that	Impact	THURSDA	Y Date		
Applies) √	Reach	Post Description	Circle One		
Entertain			f 8+ oin p E Wall		
Inspi			f g oin p b to		
Start Conversation			f g oin p c		
How-To			f g+ oin p le m		

Relevant
Information

Picture
Video

Total Weekly Impact_____ Increase/Decrease Amount Opt-In Goal____
Begin Email Subscribers____ End Subscribers___ Website Visitors_____

D of D.			
Purpose of Post (Check One that Applies)	Total Impact/ Reach	FRIDAY	Date
2 V	Reach	Post Description	Circle One
Entertain			f g+ oin p b
Inspire		4	f g+ oin p b
Start Conversation	6		f g+ oin p b w
How-To Teaching		A Denian	f Cin D B
Relevant Information			Tin P E
Picture Video	7		f 8 o in P E w
Total			Weekly Im-
			pact In-
Purpose of Post	Total	CATURDA	
(Check One that	Impact/	SATURDA	Date
Applies) √	Reach	Post Description	Circle One

Purpose of Post (Check One that Applies)	Total Impact/ Reach	SATURDA Post Description	Y DateCircle One	
Entertain			f ⁸⁺ oin?e	
Inspire			f 8 oin p E	
Start Conversation			f 8 oin P E You	
How-To Teaching			f g oin p l w	
Relevant Information			f g+ oin p le w	
Picture Video			f g oin p E	
Total Weekly Impact Increase/Decrease Amount Opt-In Goal Begin Email Subscribers End Subscribers Website Visitors				

Purpose of Post (Check One that	Total Impact/	SUNDAY	Date
Applies) _√	Reach	Deat Description	
V		Post Description	Circle One
Entertain			f 8+ o in p b
Inspire			f oin p e
Start	7		To the You
Conversation	1		f 8+ oin p E You
How-To		CUBRER	f & Oin P E
Teaching			
Relevant			Stoin P L
Information			
Picture			8 O in P E You
Video			
То-		,61	tal Weekly
			lm-



Its recommended to blog weekly. Here is a great way to plan for your weekly blogging.
Ideas that might come up throughout the week. Write them down here.

Total Weekly Impact	Increase/Decrease	e Amount Opt-In Goal
Begin Email Subscribers	End Subscribers	Website Visitors

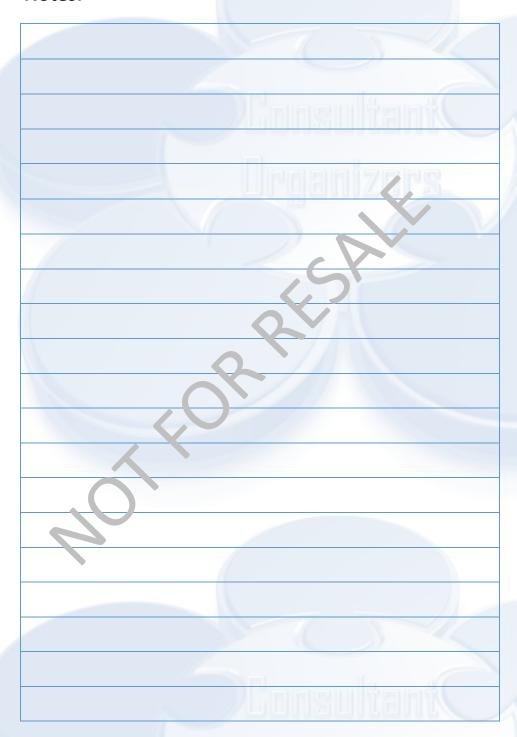
Monthly Check-up Page

Monthly Sales:				
Beginning:	End:			
Mileage:	End Mileage:			
Opportunity Meetings	:	t Additions:		
		والمراج أواجات		
Expo : Netv	vo kin _ង Events:			
Conference Calls Atten	رن Train	ing Meetings:		
Speaking /Other Event	s:			
Social Media Feaci		GY		
Facebook:	Twitter:	Other():	
Linked In:	Pinterest:	Google +:		
Tumblr:	Other ():		
What Worked Well:				
What Would you have	done Different:			
		o check-up on the	goals	
	that you set ea	ch month. Every r	nonth	
	has a Monthly F	ocus Page and M	onthly	
	Check-Up. Whe	en you write dowr	n your	
How did you reward y	goals it allow	s you to hold you	rself	
		countable.		

Annual Focus Page

Yearly Sales	Total:				
Beginning Sales \$ Ending Sale; \$					
Beginning Mileage:Encl. Aileage:					
	Meetings:	D onsuka	ni		
Expo :	Net vorking	g Events:			
Conference	Cal's Atund:	Training Meetings:	U BEI		
Speaking /O	their Everits:				
Social Me To					
	Twitter				
		est: Google +:			
	Other	():			
Mr Athly Sal	es Total:				
January	\$	Client Additions			
February	\$	Client Additions			
March	\$	Client Additions			
April	\$	Client Additions			
May	\$	Client Additions			
June					
July	Thick	oogo is a great			
August	This page is a great				
September	accountability tool and tax				
October	tool.				
November					
December -					

Notes:





Networking Optimizers

Sharing is sometimes more demanding than giving.
- Mary Catherine Bateson

Networking Events

170	evol recog c		.3
Event Name: <u>ABC Even</u>	nt		
Contact Person:	Doe		
Event Location: A Gr	reat Networking Location		
Phone: <u>555-123-5670</u>			Consultant Organizers
Organization: A Great	Networking Organization	وتللا	
Member or Non-Mem	nber (Circle One)		
Event Date: 1/1/13	Event Fee:		
	ecome Member of Network Org	ganization	Yes or No (Circle One
		Follow-	
Name	Description	Up	Contact Date
	Reason for Contact	(circle	
Tane Doe, Great Business Inc.	Great Business Collaboration Opp	(Y)N	1/5/13 Lunch Meeting
		24/21	
		Y/N	

Networking is a great opportunity to grow your business. Sometimes we can get caught up in the follow-up. You receive lots of business cards and not sure which one you want to connect with in the future. Using our Optimizer during or after a Networking Event can help you Navigate valuable Business

Opportunities. Also, the event information is great for tax time. We recommend stapling any receipts that you acquire from purchasing meals, drinks etc. on this sheet and using this during tax time as well.

Networking Events

Event Name:		
Contact Person:		
Event Location:		Consultant
Phone:		Irganizars
Organization:		
Member or Non-Mem	ber (Circle One)	
Event Date:	:Fvent i e:	Event
Timo:		

Name	Description Reason for Contact	p (circle One)	Contact Date
		Y/N	
		Y/N	
	0	Y/N	
		Y/N	
10	1	Y/N	
		Y/N	n#(
//	ШШШЫ	Y/N	III
	© Copyright 2013 De Bolton En	Y/N :erprises, Al	Rights Reserved

We have been giving Women Business Owners their time back since 2013. Most of our clients have given us valuable feedback and we are always striving to have the best product. We would love your testimony on how our planner help you plan your success in business. Please contact us at marketing@debolton.com.

If you are interested in making money off of referring people to our Ultimate Biz Planners contact us about our Affiliate Program or Referral Program. Check out our website www.UltimateBizPlanner.com for more details.

Looking for other tips how to make the most of your planner? Go to our site for www.UltimateBiz Planner.com

Thank you for purchasing our planner. We appreciate your business and wish you Success in your Business this year.



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