**OFFICIAL**

# TEC DADDY PLANNER

**2017**

Record-keeping, appointments, time-management, goal-setting, and planning for service technicians, salespeople, contractors, and anyone else wanting to live a more organized and productive life.

*"Success is not a product of hard work. It takes as much hard work to fail as it does to succeed.*

*"Success is not a matter of luck or good timing.*

*"Success does not happen by accident.  Success happens on purpose.*

*"Success is a result of planning followed by deliberate right action."*

*— Charlie Greer*

HVAC Profit Boosters, Inc.
Plumbing Profit Boosters
Electrical Profit Boosters

13620 Brynwood Lane
Fort Myers, FL 33912

1-800-963-4822 (US and Canada)
0011-1-239-454-1131 (International)

charlie@charliegreer.com
www.charliegreer.com

**For more great sales training for service technicians, salespeople, contractors, and CSRs, see our product pages in the back of this book.**

# PERSONAL INFORMATION

## GENERAL INFORMATION

NAME

ADDRESS

CITY                                          STATE              ZIP

PHONE                    FAX                  CELL

COMPANY NAME

ADDRESS

CITY                                          STATE              ZIP

PHONE                    FAX                  CELL

LOST OR STOLEN CREDIT CARD INFORMATION

CARD NAME                                     PHONE

CARD NAME                                     PHONE

## EMERGENCY INFORMATION

NOTIFY                                        RELATIONSHIP

PHONE                                         WORK PHONE

ADDRESS

CITY                                          STATE              ZIP

OR NOTIFY                                     RELATIONSHIP

PHONE                                         WORK PHONE

ADDRESS

CITY                                          STATE              ZIP

## EMERGENCY INFORMATION

PHYSICIAN                                     PHONE

INSURANCE/HMO                                 POLICY #

ALLERGIES                                     BLOOD GROUP

## AUTOMOBILE INFORMATION

INSURANCE CO.                                 POLICY #

BROKER                                        PHONE

DRIVERS LICENSE #                                        EXP

PLATE #                                                  EXP

# 2017

## January
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

## February
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | | | | |

## March
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

## April
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

## May
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

## June
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

## July
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

## August
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

## September
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

## October
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

## November
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

## December
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

January 1: New Year's Day, January 2: New Year's Day (observed), January 16: Martin Luther King Day, February 20: Presidents' Day, May 29: Memorial Day, July 4: Independence Day, September 4: Labor Day, October 9: Columbus Day, November 10: Veterans Day (observed), November 11: Veterans Day, November 23: Thanksgiving Day, December 25: Christmas Day

# 2018

## January
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

## February
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | | | |

## March
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

## April
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

## May
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

## June
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

## July
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

## August
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

## September
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

## October
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

## November
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

## December
| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

January 1: New Year's Day, January 15: Martin Luther King Day, February 19: Presidents' Day, May 28: Memorial Day, July 4: Independence Day, September 3: Labor Day, October 8: Columbus Day, November 11: Veterans Day, November 12: Veterans Day (observed), November 22: Thanksgiving Day, December 25: Christmas Day

# HOW TO USE THIS PLANNER:

1. Log your appointments as they happen. There's plenty of space for you to list whatever information you feel would be helpful about the customer, what you sold or quoted on that call, and for how much.

2. Circle the dollar amounts of items that were purchased by your customers for a quick and easy visual reference.

3. If you're planning on following up, make a note on when you plan to follow up, then go to that date in the Planner, and make an appointment with yourself to follow-up with that customer. (In that entry, I usually reference the date of the earlier contact.)

4. Complete the totals at the bottom of the page at the end of every day.

    Abbreviations:

    **WTD** = Week-to-Date
    **MTD** = Month-to-Date
    **YTD** = Year-to-Date

5. Complete the Annual Summary for the appropriate month at the end of each month.

    Notes:

    **CALLS #** is the total number of all calls you've run during a given period
    **CLOSING %** is # SALES ÷ # CALLS X 100
    **AVERAGE/CALL $** is the SALES $ ÷ CALLS #
    **AVERAGE/SALE $** is SALES $ ÷ SALES #

# NOTES:

• Maintain a constant awareness of your average per call and your average per day. *Never quote anyone less than your average per call.*

• Set a minimum dollar amount of sales you plan to make per day.

• The key is **COMMITMENT!** If you commit to running calls on any individual day until you hit your goal, you'll find that you'll hit it well before quitting time, no matter what type of calls they dispatch to you.

# 2017 ANNUAL SUMMARY

| | JAN | FEB | MAR | APR | MAY | JUN | JUL | AUG | SEP | OCT | NOV | DEC | TOTAL |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| MONTHLY CALLS #: | | | | | | | | | | | | | |
| MONTHLY SALES #: | | | | | | | | | | | | | |
| MONTHLY CLOSING %: | | | | | | | | | | | | | |
| MONTHLY SALES TOTAL $: | | | | | | | | | | | | | |
| MONTHLY AVERAGE/CALL $: | | | | | | | | | | | | | |
| MONTHLY AVERAGE/SALE $: | | | | | | | | | | | | | |
| WORK DAYS/MONTH #: | | | | | | | | | | | | | |
| MONTHLY AVERAGE/DAY $: | | | | | | | | | | | | | |
| YTD CALLS TOTAL #: | | | | | | | | | | | | | |
| YTD SALES TOTAL #: | | | | | | | | | | | | | |
| YTD CLOSING %: | | | | | | | | | | | | | |
| YTD SALES TOTAL $: | | | | | | | | | | | | | |
| YTD AVERAGE/CALL $: | | | | | | | | | | | | | |
| YTD AVERAGE/SALE $: | | | | | | | | | | | | | |
| YTD WORKDAYS #: | | | | | | | | | | | | | |
| YTD AVERAGE/DAY $: | | | | | | | | | | | | | |

| MONDAY, DEC 26 | TUESDAY, DEC 27 | WEDNESDAY, DEC 28 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |

DAILY TOTAL: $_____  DAILY TOTAL: $_____  DAILY TOTAL: $_____

WTD TOTAL: $_____  WTD TOTAL: $_____  WTD TOTAL: $_____

MTD TOTAL: $_____  MTD TOTAL: $_____  MTD TOTAL: $_____

YTD TOTAL: $_____  YTD TOTAL: $_____  YTD TOTAL: $_____

YTD # CALLS: $_____  YTD # CALLS: $_____  YTD # CALLS: $_____

YTD # SALES: $_____  YTD # SALES: $_____  YTD # SALES: $_____

**NOTES:**_____

_____

_____

_____

| THURSDAY, DEC 29 | FRIDAY, DEC 30 | SATURDAY, DEC 31 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | **SUNDAY, JAN 1** |
| 7 | 7 | |
| 8 | 8 | |
| | | *New Year's Day* |

DAILY TOTAL: $_____  DAILY TOTAL: $_____  DAILY TOTAL: $_____

WTD TOTAL: $_____  WTD TOTAL: $_____  WTD TOTAL: $_____

MTD TOTAL: $_____  MTD TOTAL: $_____  MTD TOTAL: $_____

YTD TOTAL: $_____  YTD TOTAL: $_____  YTD TOTAL: $_____

YTD # CALLS: $_____  YTD # CALLS: $_____  YTD # CALLS: $_____

YTD # SALES: $_____  YTD # SALES: $_____  YTD # SALES: $_____

> *You might think you're working for someone else, but you're not.*
> *Even as an employee, you're still only working for yourself.*
> — **Charlie Greer**

| MONDAY, JAN 2 | TUESDAY, JAN 3 | WEDNESDAY, JAN 4 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| *New Year's Day (OBSERVED)* | | |

DAILY TOTAL: $_____    DAILY TOTAL: $_____    DAILY TOTAL: $_____

WTD TOTAL:   $_____    WTD TOTAL:   $_____    WTD TOTAL:   $_____

MTD TOTAL:   $_____    MTD TOTAL:   $_____    MTD TOTAL:   $_____

YTD TOTAL:   $_____    YTD TOTAL:   $_____    YTD TOTAL:   $_____

YTD # CALLS: $_____    YTD # CALLS: $_____    YTD # CALLS: $_____

YTD # SALES: $_____    YTD # SALES: $_____    YTD # SALES: $_____

| THURSDAY, JAN 5 | FRIDAY, JAN 6 | SATURDAY, JAN 7 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | **SUNDAY, JAN 8** |
| 7 | 7 | |
| 8 | 8 | |

DAILY TOTAL:  $_____  DAILY TOTAL:  $_____  DAILY TOTAL:  $_____

WTD TOTAL:  $_____  WTD TOTAL:  $_____  WTD TOTAL:  $_____

MTD TOTAL:  $_____  MTD TOTAL:  $_____  MTD TOTAL:  $_____

YTD TOTAL:  $_____  YTD TOTAL:  $_____  YTD TOTAL:  $_____

YTD # CALLS:  $_____  YTD # CALLS:  $_____  YTD # CALLS:  $_____

YTD # SALES:  $_____  YTD # SALES:  $_____  YTD # SALES:  $_____

> *If you're not getting anywhere in life, maybe it's because you've got nowhere to go! Before you can get what you want out of life and your career, you have to decide what it is that you actually want.*
> — **Charlie Greer**

| MONDAY, JAN 9 | TUESDAY, JAN 10 | WEDNESDAY, JAN 11 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |

DAILY TOTAL: $_____      DAILY TOTAL: $_____      DAILY TOTAL: $_____

WTD TOTAL:  $_____      WTD TOTAL:  $_____      WTD TOTAL:  $_____

MTD TOTAL:  $_____      MTD TOTAL:  $_____      MTD TOTAL:  $_____

YTD TOTAL:  $_____      YTD TOTAL:  $_____      YTD TOTAL:  $_____

YTD # CALLS: $_____      YTD # CALLS: $_____      YTD # CALLS: $_____

YTD # SALES: $_____      YTD # SALES: $_____      YTD # SALES: $_____

**NOTES:**_____

_____

_____

_____

| THURSDAY, JAN 12 | FRIDAY, JAN 13 | SATURDAY, JAN 14 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | **SUNDAY, JAN 15** |
| 7 | 7 | |
| 8 | 8 | |

DAILY TOTAL: $_____ DAILY TOTAL: $_____ DAILY TOTAL: $_____

WTD TOTAL: $_____ WTD TOTAL: $_____ WTD TOTAL: $_____

MTD TOTAL: $_____ MTD TOTAL: $_____ MTD TOTAL: $_____

YTD TOTAL: $_____ YTD TOTAL: $_____ YTD TOTAL: $_____

YTD # CALLS: $_____ YTD # CALLS: $_____ YTD # CALLS: $_____

YTD # SALES: $_____ YTD # SALES: $_____ YTD # SALES: $_____

> ***Until a goal is scheduled, it's just some vague notion of something you would "like to see happen."***
>
> **— Charlie Greer**

| MONDAY, JAN 16 | TUESDAY, JAN 17 | WEDNESDAY, JAN 18 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| *Martin Luther King Day* | | |

DAILY TOTAL: $_____  DAILY TOTAL: $_____  DAILY TOTAL: $_____

WTD TOTAL:  $_____  WTD TOTAL:  $_____  WTD TOTAL:  $_____

MTD TOTAL:  $_____  MTD TOTAL:  $_____  MTD TOTAL:  $_____

YTD TOTAL:  $_____  YTD TOTAL:  $_____  YTD TOTAL:  $_____

YTD # CALLS: $_____  YTD # CALLS: $_____  YTD # CALLS: $_____

YTD # SALES: $_____  YTD # SALES: $_____  YTD # SALES: $_____

**NOTES:**_____

_____

_____

_____

| THURSDAY, JAN 19 | FRIDAY, JAN 20 | SATURDAY, JAN 21 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | **SUNDAY, JAN 22** |
| 7 | 7 | |
| 8 | 8 | |

DAILY TOTAL: $_____    DAILY TOTAL: $_____    DAILY TOTAL: $_____

WTD TOTAL:  $_____    WTD TOTAL:  $_____    WTD TOTAL:  $_____

MTD TOTAL:  $_____    MTD TOTAL:  $_____    MTD TOTAL:  $_____

YTD TOTAL:  $_____    YTD TOTAL:  $_____    YTD TOTAL:  $_____

YTD # CALLS: $_____    YTD # CALLS: $_____    YTD # CALLS: $_____

YTD # SALES: $_____    YTD # SALES: $_____    YTD # SALES: $_____

> *If sales go up, and you don't have sales goals, they went up by accident. When you set sales goals and are actively pursuing them, you're reaching them on purpose. How are you going to hit the bulls-eye when you don't even have a target?*
>
> — **Charlie Greer**

| MONDAY, JAN 23 | TUESDAY, JAN 24 | WEDNESDAY, JAN 25 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |

DAILY TOTAL: $_____  DAILY TOTAL: $_____  DAILY TOTAL: $_____

WTD TOTAL: $_____  WTD TOTAL: $_____  WTD TOTAL: $_____

MTD TOTAL: $_____  MTD TOTAL: $_____  MTD TOTAL: $_____

YTD TOTAL: $_____  YTD TOTAL: $_____  YTD TOTAL: $_____

YTD # CALLS: $_____  YTD # CALLS: $_____  YTD # CALLS: $_____

YTD # SALES: $_____  YTD # SALES: $_____  YTD # SALES: $_____

**NOTES:**_____

_____

_____

_____

| THURSDAY, JAN 26 | FRIDAY, JAN 27 | SATURDAY, JAN 28 |
|---|---|---|
| 7 | 7 | 7 |
| | | |
| 8 | 8 | 8 |
| | | |
| 9 | 9 | 9 |
| | | |
| 10 | 10 | 10 |
| | | |
| 11 | 11 | 11 |
| | | |
| 12 | 12 | 12 |
| | | |
| 1 | 1 | 1 |
| | | |
| 2 | 2 | 2 |
| | | |
| 3 | 3 | 3 |
| | | |
| 4 | 4 | 4 |
| | | |
| 5 | 5 | 5 |
| | | |
| 6 | 6 | **SUNDAY, JAN 29** |
| | | |
| 7 | 7 | |
| | | |
| 8 | 8 | |
| | | |

DAILY TOTAL:  $_____ DAILY TOTAL:  $_____ DAILY TOTAL:  $_____

WTD TOTAL:   $_____ WTD TOTAL:   $_____ WTD TOTAL:   $_____

MTD TOTAL:   $_____ MTD TOTAL:   $_____ MTD TOTAL:   $_____

YTD TOTAL:   $_____ YTD TOTAL:   $_____ YTD TOTAL:   $_____

YTD # CALLS: $_____ YTD # CALLS: $_____ YTD # CALLS: $_____

YTD # SALES: $_____ YTD # SALES: $_____ YTD # SALES: $_____

| MONDAY, JAN 30 | TUESDAY, JAN 31 | WEDNESDAY, FEB 1 |
|---|---|---|
| 7 | 7 | 7 |
| 8 | 8 | 8 |
| 9 | 9 | 9 |
| 10 | 10 | 10 |
| 11 | 11 | 11 |
| 12 | 12 | 12 |
| 1 | 1 | 1 |
| 2 | 2 | 2 |
| 3 | 3 | 3 |
| 4 | 4 | 4 |
| 5 | 5 | 5 |
| 6 | 6 | 6 |
| 7 | 7 | 7 |
| 8 | 8 | 8 |

DAILY TOTAL: $_____   DAILY TOTAL: $_____   DAILY TOTAL: $_____

WTD TOTAL:  $_____   WTD TOTAL:  $_____   WTD TOTAL:  $_____

MTD TOTAL:  $_____   MTD TOTAL:  $_____   MTD TOTAL:  $_____

YTD TOTAL:  $_____   YTD TOTAL:  $_____   YTD TOTAL:  $_____

YTD # CALLS: $_____   YTD # CALLS: $_____   YTD # CALLS: $_____

YTD # SALES: $_____   YTD # SALES: $_____   YTD # SALES: $_____