

January 2021

December '20							February '21								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
			1	2	3	4	5			1	2	3	4	5	6
6	7	8	9	10	11	12	7	8	9	10	11	12	13		
13	14	15	16	17	18	19	14	15	16	17	18	19	20		
20	21	22	23	24	25	26	21	22	23	24	25	26	27		
27	28	29	30	31			28								

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1	2
					Holiday - relax and unwind	Cold calls 1 hour today Work on developing website for 1 hr
3	4	5	6	7	8	9
	Cold calls 1 hour today	Email or call to arrange appointments with 10 businesses that can feed business to you	Create and send 1 social media post on 3 platforms	Cold calls 1 hour today	Mail happy new year cards to all current contacts or current clients	Create and send 1 social media post on 3 platforms
	Look into taking a class at a local adult school or community college about building skills as a businessowner	Work on developing website for 1 hr	On social media, look for friends and acquaintances from the past (jobs, schools, church, etc.)	Watch 1 video and research 1 idea on how you can make sure you grow your business	Work on developing website for 1 hr	Search online for 1 local organization to join this month, like a chamber or a non-profit
10	11	12	13	14	15	16
	Cold calls 1 hour today	Create and send 1 social media post on 3 platforms	Cold calls 1 hour today	Email or call to arrange appointments with 10 businesses that can feed business to you	Create and send 1 social media post on 3 platforms	Watch 1 video and research 1 idea on how you can make sure you grow your business
	Work on developing website for 1 hr	Connect with at least 20 people on LinkedIn; check LinkedIn every day to engage with your contacts	Create a 1-page newsletter that is informative and if you have a product, allows you to offer it for free	Make sure you are on Google (local SEO)	Work on developing website for 1 hr	Work on developing website for 1 hr
17	18	19	20	21	22	23
	Create and send 1 social media post on 3 platforms	Cold calls 1 hour today	Email or call to arrange appointments with 10 businesses that can feed business to you	Watch 1 video and research 1 idea on how you can make sure you grow your business	Cold calls 1 hour today	Create and send 1 social media post on 3 platforms
	See what it would cost to sponsor local sports teams and competitions with your banner	Work on developing website for 1 hr	Print and give at least 5 flyers or newsletters to each of your contacts and ask them to distribute to people they know	Ask 25 to 50 of your current clients or contacts to forward your email or social media post to others	Connect with at least 20 people on LinkedIn; check LinkedIn every day to engage with your contacts	Work on developing website for 1 hr
24	25	26	27	28	29	30
	Cold calls 1 hour today	Create and send 1 social media post on 3 platforms	Watch 1 video and research 1 idea on how you can make sure you grow your business	Cold calls 1 hour today	Email or call to arrange appointments with 10 businesses that can feed business to you	Create and send 1 social media post on 3 platforms
	Work on developing website for 1 hr	Connect with at least 20 people on LinkedIn; check LinkedIn every day to engage with your contacts	Research to see what awards there are in your industry	Work on developing website for 1 hr	On social media, look for friends and acquaintances from the past (jobs, schools, church, etc.)	Watch 1 video and research 1 idea on how you can make sure you grow your business
31	1	Notes				