

What's slipping — a one-week count

Put a mark in the box at the end of each day, or write the number in. **Don't change anything while you're counting** — you want to see a normal week. On day seven, add them up.

1 Calls that rang out

Your phone's call log

M	T	W	T	F	S	S

2 Quotes you've heard nothing back on

Your sent folder, or wherever quotes go

M	T	W	T	F	S	S

3 Invoices past their date

Your accounts app, or the drawer

How many	What they add up to

4 Slots that emptied

Your diary

M	T	W	T	F	S	S

5 Messages that waited overnight

Your phone — Facebook, WhatsApp, texts

M	T	W	T	F	S	S

6 Jobs you were proud of, and reviews you got

Your diary, and your Google profile

Jobs you finished well	Reviews that came in

7 Days since your last post

Your Facebook or Instagram page

Days since your last post

On day seven. Of your missed calls and quiet quotes, how many would have turned into work? Multiply that by what a job is worth to you. That's one week.

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