

# DAWN'S 4 S'S TO SUCCESS

## SYSTEMS . SKILLS . SCHEDULE . SELF TALK

### 1. SYSTEMS: Anything that supports your ability to succeed

What holds you back? What irritant needs tweaked?

**Solution for anything that frustrates you = Create Bug List -> then an Extermination List!**

*Example:*

**Not enough time** - create weekly plan sheet with balance/priorities

**Work space** - desk, phone, computer? - get those!

**Office Organization** - desk, computer, filing cabinet, 3- ring binders, e-mail, private place, 3 Ring Binders for events, Business Cards, stickers, stamps

**Professional Image** - hair, nails, clean car, decal?, **Wardrobe** - black skirt, white blouse

**Tracking Systems and CLEAR goals**

**Laundry, Dinners, etc.** -> Housekeeper!

**Hard to work it around small children** - hire great "mom's Helper"

**Banks / Credit Cards**

**Not enough inventory** - invest in some product/get a loan to get stronger start!

**Proper Storage for Inventory!** Home and On the Go!

**Lack of motivation** - CDs, Meetings, Positive People, Hotlines

**Negative Husband** - create a positive husband by showing him the money & working with a positive attitude & growth galore. Meet his basic needs!

**Don't know enough people** - facial boxes, learn to get referrals, bridal shows, etc.

**Communication:** Phones - home line? Cell phone, texting? Facebook?

### 2. SKILLS:

#### **Bookings:**

Overcoming Objections, Prospecting, Phone Skills, How to leave messages, Quality Prospects, Booking from Classes, Warm Chatter, Getting Referrals, Facial Boxes, Playing the Numbers, Booking & Overbooking

#### **Holding Classes:**

Turning Facials into classes, Product Knowledge, Power Statements for each product, Selling Sets. Overcoming Objections, Upselling, Holiday Sales, Customer Service (2/2/2), Taking products with you - how to pack, Handling payments (pro-pay) Rebooking 2<sup>nd</sup> appt., Glamour Appt., Flow of Class

#### **Coaching:**

Getting the guest list, hostess packet, clear hostess program, pre-profiling, Confirming the night before, kitchen coaching, getting set-up (involve hostess with satin hands),

#### **Customer Service:**

Profiles - what to do with them, PCP, Layering, Scripts, contacting the customer in their preferential time & means of communication, building an ongoing trust relationship

#### **Recruiting:**

Selecting good prospects, sharing information: when, how, engaging talent scouts, etc., using the hotlines, follow-up, meeting night, what is your role vs. your director?, Book with objective to sell & recruit, working full-circle, Layering material, sending on-line applications v. paper agreement, what is next step?

\$ Management

Time Management

Emotional Management (Attitude)

People Skills

Organizational skills

### 3. Schedule

**"If you don't tell time where to go, you'll wonder where it went"**

- Using a Weekly Plan Sheet (using chunks of time, breaking down where that time should go)
- Spiral Notebook for 6 most important things to do
- Prioritizing. Fit tasks into calendar.
- Knowing the difference between "busy" and "effective" (IPAs)
- Finding Balance w/ husband and family
- Learning to say "no" to lesser priorities (no matter how "great"). "Thank you, but not right now"
- Seizing the Opportunity (re-arranging your time if necessary)
- What to do if you have 10 minutes to make calls as a Consultant
- What to do if you have 15 minutes to make calls as a Director
- Using the right datebook for you
- Using your phone alarms to your advantage
- Schedules change often –be ready to adapt.
- Time Wasters
- Income Producing Activities identified & guarded
- "Planned Neglect"

### 4. Self-Talk & Attitude

**~Attitude is 99% of this business & life.~**

Book Recommendation: Tommy Newberry's Book - The 4:8 Principle

You can only rise as high as your predominant thought & belief. "As a man thinketh, so he is"  
Hang out with positive people – be intentional!

**What do you feed your mind daily?** 1<sup>st</sup> God's Word!! Then...

**What are you choosing to believe? Reading? Hanging around?** Never take advice from someone you wouldn't trade places with

**What do you share about MK at the end of the day to your husband?...**

**Friends?... Family?... Other Consultants?... Director?...**

**What are you choosing to ignore?** (news reports, gossip, mere speculation)

**Never say something you wouldn't want repeated!** (Even if told in confidence can & will come back to bite you!)

**What do you say to yourself when no one else is around?** – it needs reckoned with!

**What are the "cracks in your belief system" right now?**

Guarding your heart & attitude: It takes a defensive strategy. (doesn't happen automatically)

Whiteboards, Goal Posters, Dream Books: What has your focus?!

CDs, Hotlines: When to listen to all this?!

MK Events: A MUST!! Frequent diet necessary!

MK Mentors: Who are your balcony people? (avoid basement people)

Leaders and successful people will always face criticism.

"If you don't want criticized, then say nothing, do nothing, and be nothing"

Having a Daily Quiet Time alone with God: Is He truly your #1 priority or not?

Guarding time with your family: What is important to them & you? Set clear work and family time for you and them to look forward to and protect it!

Inactivity Breeds Negativity. Action Breeds Excitement!!!!

Focus on the proper action and you'll get the desired results.

Goals: Have a deadline, energize, stretch us. Lack of goals bore & destroy our potential.