

# SAMPLE WEEKLY CALENDAR

	Mon 3/13	Tues 3/14	Wed 3/15	Thu 3/16	Fri 3/17
6a					
7a					
8a	8:30 - Prepare for Business	8:30 - Prepare for Business	8:30 - Prepare for Business	8:30 - Prepare for Business	8:30 - Prepare for Business
9a	9 — 11 Marketing/Business Generation	9 — 11 Marketing/Business Generation	9 — 11 Marketing/Business Generation	9 — 11 Marketing/Business Generation	9 — 11 Marketing/Business Generation
10a					
11a	11 — 12p Business Servicing	11 — 11:30 Weekly Team Huddle 11:30 — 12p Business Servicing	11 — 12p Business Servicing	11 — 12p Business Servicing	11 — 12p Business Servicing
12p	12p-1p Lunch	12p-1p Lunch	12p-1p Lunch	12p-1:30p Lunch w/ Wife	12p-1p Lunch
1p	1p — 2p Lead Conversion & Follow-Up	1p — 2p Lead Conversion & Follow-Up	1p — 2p Lead Conversion & Follow-Up		1p — 2p Lead Conversion & Follow-Up
2p	2p — 3p Business Servicing	2p — 3p Business Servicing	2p — 3p Business Servicing	2p — 3p Lead Conversion & Follow-Up	2p — 3p Business Servicing
3p				3p — 4p Business Servicing	
4p	4p — 5:30p Listings Presentation - 123 Cottonwood Ct	4p — 6p Show Homes to Johnsons	3:30p — 6p Watch David's T-Ball Game	4:30p — 5:30p Buyer Consultation w/ Taylors	4p — 6p Listings Presentation - 456 Spring Creek Way
5p					
6p					
7p		6:30p — 8p Family Dinner			6:30p — 8:30p Family Birthday Party
8p					
9p					