



## World-Changing Business Owners Manual

By moving through each module of the World-Changing Business Program, you will systematically build your business, as well as learn new distinctions and skills you can take into your life and work. As such, you will want to create a binder of your process.

**The binder will be divided into two main sections –**

- (1) **The building section**, where you capture notes and collect the actions from your weekly process and
- (2) **Your working business plan**, which you will create along our journey.

In the end, your binder will serve as your business plan for the year.

### Supplies:

- (1) Get a 3-ring Binder
  - a. Here's an example: <http://tinyurl.com/42s8d>
- (2) Get 2 types of Dividers –
  - a. One for the 2 main sections –
    - i. Here's an example: <http://tinyurl.com/69w35>
  - b. One for the contents under the 2 main sections
    - i. You will need a total of 12 tabs, so you could get two of these packs: <http://tinyurl.com/4tfgn>

### Table of Contents

- Section 1 – Building Your Plan
  - Decide Phase
  - Vision Phase
  - Create Phase
  - Celebrate Phase
- Section 2 – Your Working Plan
  - Company Vision
  - Company Strategy & Milestones
  - Company Action Plan
  - Products and/or Services
  - Marketing & Sales
  - Financials
  - Customer Service and Operations



- People Management (Even if it's just you in the business, you still need this section.)