One Page Business Plan

My Career, My Choice

Annual One Page Business Plan - Sample 1 - Individual Leader

20xx Focus	Be the leader of a Rockstar team		
Key Objectives	• Fine Tune Believing • Build Emotional Intelligence	• Inspire Innovation • Grow Personal Power	

Initiatives	**Fine Tune Believing** • Set up 4 Moments That Matter celebrations • Implement Coach up and Coach out system **Grow Personal Power** • Be coached in how to become Adrenaline Free • Set up personal learning and reflection times	**Build Emotional Intelligence** • Apply self-regulation tips from my Success Insights Report • Apply empathy tips from my Success Insights Report **Inspired Innovation** • Use solutions focused model with team • Set up system for tracking best practices • Create learning and sharing circles

Goals	• Work less than 50 hours per week by end Quarter 1 • Performance appraisal rating of excellent at Sept review • Rated by team members as inspiring and effective leader at Sept review • We hit all corporate, team and individual stretch goals by end of year • 25% salary increase at annual review

	What	When	Done
Action Plan	Hire a leadership coach	15 Jan	
	Take Trimetrix profile and set plans in diary to use actions	31 Jan	
	Enroll self and team in Thought Patterns for High Performance Thinking Program	End Feb	
	Work with team to create a system for tracking and sharing innovative ideas	End Q1	
	Set up inspired action activities in diary and then complete	Daily	

Metrics	• Number of creative ideas offered by team • % of ideas that are implemented • Level of blood pressure • # Hours spent on big picture vs fire fighting • # hours spent on conflict resolution/demoralized employees • Number of meetings where people leave feeling inspired • Performance appraisal rating • Increase in salary and reduction in working hours

Annual One Page Business Plan - Sample 2 -Shelley's Business

20xx Focus	Reinvigorate the Business		
Key Objectives	• Market Development • Product Development	• Process Improvement • People Development	
Initiatives	**Market Development** • Set up system to make it easy for client referrals • Cultivate relationships with business' with more than 50 employees who are ready to create high-performance **Product Development** • Develop two high-end e-courses • Create new program around improving relationships	**Process Improvement** • Hire staff to create videos • Improve traffic to website • Improve conversion **People Development** • Continue to stay at the leading edge by attending seminars, online learning, seeking out relationships with thought leaders	
Goals	• Greater than $20,000 profit per month end Q1 • Greater than $40,000 profit per month end Q2 • 15 new coaching clients by end of Q1 • Sold 30 spots in Be Inspired to Be Inspiring by 12 March		

	What	**When**	**Done**
Action Plan	Map out content for next 12 months	End Oct	
	Set up marketing plan for training programs	15 Nov	
	Run two free awareness workshops	End Q1	
	Deliver two face-to-face workshops	End Q2	
	Touch base with clients about current needs	15 Jan	

Metrics	• Number of people I am coaching • Number of people on waiting list to be coached • % of visitors to site that become members • Number of e-courses available for sale • Number of e-courses sold • % of testimonials/referrals received from clients • Profit Generated • Number of clients that have me on retainer for 12 months

Annual One Page Business Plan - Sample 3 - Sales Manager

20xx Focus	Close 1 in 5 Prospects	
Key Objectives	• Market Development • Customer Service	• Process Improvement • People Development

Initiatives	**Market Development** • Expand reach into regional areas • Improve distribution strategy **People Development** • All team members participate in Thought Patterns for High Performance • Weekly one-to-one coaching on Predictable Selling implementation	**Customer Service** • Implement Customer Service tracking system **Process Improvement** • Activate Predictable Selling System • Improve tracking of sales conversions • Engage staff with easy to understand plans and access to progress reports
Goals	• Greater than $3.5K profit per month end Q2 • Greater than $4.0K profit per month end Q4 • 15 new regional clients by end of Q1 • Conversion Sales to Prospect at least 1:5 by end Q3	

Action Plan	What	When	Done
	Map out regional reach strategy	1 May	
	Review delegation system to free up time for coaching	15 Jan	
	Convene and lead project team to implement customer service tracking	11 Oct	
	Map out strategies for predictable selling	End Q1	
	Purchase software to track and report sales conversions	1 Mar	

Metrics	• Number of team members using Predictable Selling System • Number of potential customers in regional area aware of our presence • % of visitors to site that purchase • Revenue per employee • % of team members discussing Sales Targets/Performance at each meeting • % of people reporting receiving regular coaching and improved performance • Profit Generated

Your Annual One Page Business Plan

20 Focus	
Key Objectives	
Initiatives	
Goals	

	What	When	Done
Action Plan			

Metrics	