

NINJA 気 SELLING

Weekly Meeting Agenda

Name: _____ Date: _____

WORD OF THE YEAR	
CURRENT AFFIRMATION	
GUIDING PRINCIPLES Mission Statement, Core Values, Whys, Etc.	
WEEKLY FOCUS Major projects, goals and habits in progress.	
QUARTERLY FOCUS Major projects, goals, and habits in progress.	

On a scale of 1-10, how do I feel about the direction of my business?

NOT GOOD (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) GREAT

On a scale of 1-10, how well am I managing my time?

NOT GOOD (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) GREAT

On a scale of 1-10, how well am I implementing Ninja?

NOT GOOD (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) GREAT

Is there a specific Ninja system that needs attention? _____

When is my next scheduled getaway/vacation? _____

WEEK IN REVIEW

Check the activities completed last week:

- | | | |
|---|---|---|
| <input type="checkbox"/> Read Mastery | <input type="checkbox"/> Review yearly goals | <input type="checkbox"/> Review last week's meeting notes |
| <input type="checkbox"/> Daily affirmations | <input type="checkbox"/> Review monthly goals | <input type="checkbox"/> Review business plan and FLOW calendar |
| <input type="checkbox"/> Daily gratitudes | <input type="checkbox"/> Review weekly goals | <input type="checkbox"/> Review Hot and Warm lists |



REASONS TO CELEBRATE	
HOW I RAN MY BUSINESS LIKE A BUSINESS LAST WEEK	
A-HA MOMENTS FROM LAST WEEK Insights, sudden realizations, and “lightbulb” moments.	
HOW I CAN IMPROVE THIS WEEK?	
PODCASTS/BOOKS I AM READING/LISTENING TO Noteworthy Ideas, thoughts, or quotes.	
THINGS KEEPING ME AWAKE AT NIGHT Note a 5-minute action to take this week related to each Item.	

REAL ESTATE REVIEWS

Did I complete at least two real estate reviews last week? ☐ Yes ☐ No

LAST WEEK’S REAL ESTATE REVIEWS

Name	Notes	Follow-up Instructions

REAL ESTATE REVIEWS PLANNED THIS WEEK

Name	Address(es)	Notes



COFFEES, BREAKFASTS AND LUNCHES

COMPLETED LAST WEEK

Name	Notes	Follow-up Instructions

PLANNED FOR THIS WEEK

Name	Date	Reason to Get Together
		<input type="checkbox"/> Birthday <input type="checkbox"/> Just because <input type="checkbox"/> Support <input type="checkbox"/> Celebration <input type="checkbox"/> Other: _____ Prep Needed: <input type="checkbox"/>
		<input type="checkbox"/> Birthday <input type="checkbox"/> Just because <input type="checkbox"/> Support <input type="checkbox"/> Celebration <input type="checkbox"/> Other: _____ Prep Needed: <input type="checkbox"/>

CONNECTING AND DATABASE

A FORD contact is an engagement with someone in which you learn about their family, occupation, recreation, and/or dreams.

[illegible]

PERSONAL NOTES TO WRITE THIS WEEK



POTENTIAL NEW BUSINESS FROM LAST WEEK

People to add to my Hot or Warm list.

POTENTIAL NEW SELLERS

Name	Address	Source	Life Changes

POTENTIAL NEW BUYERS

Name	Neighborhood	Source	Life Changes

NUMBERS TO KNOW

Offers written last week		Buyers' appointments last week	
Contracts with mutual acceptance last week		Listing appointments last week	
Deals currently "under contract"		New listings taken last week	
Deals closed last week		New contacts added to database	

WHAT I TRACK	GOALS	YEAR TO DATE
<input type="checkbox"/> Total volume		
<input type="checkbox"/> Total transactions		
<input type="checkbox"/> Net commissions income		
<input type="checkbox"/> Gross commissions income		

Only complete the following section if your coach has you tracking your PIE time. Otherwise, ignore for now.

P-I-E TIME TRACKING	Tracked last week? <input type="checkbox"/> Yes <input type="checkbox"/> No I/P Ratio _____ Dollars per hour: \$_____
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MESSAGE TO COACH

Please list priorities, additional challenges, questions or successes to be discussed on next call:

