**MODELO DE PRODUCTIVIDAD COMERCIAL**

**MEDELLIN 2014**

**DATOS PERSONALES**

**NOMBRE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DOCUMENTO DE IDENTIDAD:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DIRECCION RESIDENCIA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEFONO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DIRECCION OFICINA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**E-MAIL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEFONO CELULAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**NOMBRE DE JEFE DE VENTAS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EN CASO DE EMERGENCIA COMUNICARSE CON:**

**NOMBRE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEFONO:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DIRECCION OFICINA:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**E-MAIL\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TELEFONO CELULAR\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PRESUPUESTO DE GASTOS**

**1. GASTOS FIJOS**

**ARRIENDO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CUOTA HIPOTECA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SERVICIOS PUBLICOS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**COLEGIOS- UNIVERSIDAD \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**IMPUESTOS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PENSION VOLUNTARIA \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TARJETAS DE CREDITO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**SEGUROS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OTROS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. GASTOS VARIABLES**

**ALIMENTACION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VESTUARIO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ALMUERZOS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TRANSPORTES \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**MANTENIMIENTO VEHICULO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**VACACIONES RECREACION \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**OTROS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**3. AHORROS**

**CUENTAS DE AHORROS ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**FONDO EMPLEADOS \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**CUOTA ASOCIADO \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL 3 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TOTAL 1 + 2 + 3 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**PLAN DE ÉXITO PERSONAL**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **MES** | **GASTOS MENSUALES** | **METAS MENSUALES** | **VALOR META MENSUAL** | **GASTOS MAS META PERSONAL** |
|  |  |  |  |  |
|  |  |
|  |  |
|  |  |

|  |  |  |
| --- | --- | --- |
| **METAS PERSONALES MES** | **REAL DEVENGADO MES** | **CUMPLIMIENTO META PERSONAL** |
|  |  |  |

**PASOS PARA EL DESARROLLO DE LA META PERSONAL**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **MES** | **NEGOCIOS** | | **CITAS** | **ENTREVISTAS** | **APORTES** | **COMISION** |
|  | **MI** |  |  |  |  |  |
| **CEM** |  |  |  |  |  |
| **ORAL** |  |  |  |  |  |

**PLAN ESTRATEGICO COMERCIAL**

|  |  |
| --- | --- |
| **ESTRATEGIAS** | **TACTICAS** |
| **A** | **A** |
| **B** | **B** |
| **C** | **C** |
| **D** | **D** |
| **E** | **E** |
| **F** | **F** |

**Fórmula para Potenciar sus Ventas**

**Conocimiento acerca del producto**

**+**

**Conocimiento del cómo de la venta**

**+**

**Desarrollo de su habilidad de persuasión**

**=====================**

**(esta suma se multiplica por:)**

**EMPUJE**

**(dando como resultado:)**

**PODER DE VENTA**

**MES DE ABRIL**

**DIA\_\_\_\_\_\_\_\_\_ DIA\_\_\_\_\_**

**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

**DIA\_\_\_\_\_\_\_\_\_ DIA\_\_\_\_\_**

**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

**\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

**DIA\_\_\_\_\_\_\_\_\_ DIA\_\_\_\_\_**

**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**RESUMEN S EMANAL DE PRODUCCION**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **DIA** | **PRODUCTO** | **CLIENTE** | **CITAS** | **ENTREVISTAS** | **NEGOCIOS** | **APORTES** | **REFERIDOS** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
| **6** |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |

**RETROALIMENTACION JEFE**

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**PLANES DE ACCION**

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**COMPROMISO PARA LA SIGUIENTE SEMANA**

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**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

**DIA\_\_\_\_\_\_\_\_\_ DIA\_\_\_\_\_**

**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
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**RESUMEN S EMANAL DE PRODUCCION**

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| **DIA** | **PRODUCTO** | **CLIENTE** | **CITAS** | **ENTREVISTAS** | **NEGOCIOS** | **APORTES** | **REFERIDOS** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
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**RETROALIMENTACION JEFE**

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**PLANES DE ACCION**

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**COMPROMISO PARA LA SIGUIENTE SEMANA**

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**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
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| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
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**RESUMEN S EMANAL DE PRODUCCION**

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| **DIA** | **PRODUCTO** | **CLIENTE** | **CITAS** | **ENTREVISTAS** | **NEGOCIOS** | **APORTES** | **REFERIDOS** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
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| **TOTAL** |  |  |  |  |  |  |  |

**RETROALIMENTACION JEFE**

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**PLANES DE ACCION**

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**COMPROMISO PARA LA SIGUIENTE SEMANA**

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**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
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| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
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**RESUMEN S EMANAL DE PRODUCCION**

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| **DIA** | **PRODUCTO** | **CLIENTE** | **CITAS** | **ENTREVISTAS** | **NEGOCIOS** | **APORTES** | **REFERIDOS** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
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| **TOTAL** |  |  |  |  |  |  |  |

**RETROALIMENTACION JEFE**

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**PLANES DE ACCION**

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**COMPROMISO PARA LA SIGUIENTE SEMANA**

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**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| --- | --- | --- | --- | --- |
| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
| **LLAMADAS** |  |  | **LLAMADAS** |  |
| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
| **APORTES** |  |  | **APORTES** |  |
| **COMISION** |  |  | **COMISION** |  |

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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
| **LLAMADAS** |  |  |  | **LLAMADAS** |  |  |
| **CITAS** |  |  |  | **CITAS** |  |  |
| **ENTREVISTAS** |  |  |  | **ENTREVISTAS** |  |  |
| **NEGOCIOS** |  |  |  | **NEGOCIOS** |  |  |
| **APORTES** |  |  |  | **APORTES** |  |  |
| **COMISION** |  |  |  | **COMISION** |  |  |

**MES DE ABRIL**

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**HORA REPORTE DE GESTION HORA REPORTE DE GESTION**

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**BALANCE DIARIO DE METAS Y LOGROS**

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| **GESTION** | **MIS PROYECCIONES** |  | **GESTION** | **MIS PROYECCIONES** |
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| **CITAS** |  |  | **CITAS** |  |
| **ENTREVISTAS** |  |  | **ENTREVISTAS** |  |
| **NEGOCIOS** |  |  | **NEGOCIOS** |  |
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| **GESTION** | **MIS RESULTADOS** | **% LOGRO** |  | **GESTION** | **MIS RESULTADOS** | **% LOGRO** |
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**RESUMEN S EMANAL DE PRODUCCION**

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| **DIA** | **PRODUCTO** | **CLIENTE** | **CITAS** | **ENTREVISTAS** | **NEGOCIOS** | **APORTES** | **REFERIDOS** |
| **1** |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |
| **4** |  |  |  |  |  |  |  |
| **5** |  |  |  |  |  |  |  |
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| **TOTAL** |  |  |  |  |  |  |  |

**RETROALIMENTACION JEFE**

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**PLANES DE ACCION**

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**COMPROMISO PARA LA SIGUIENTE SEMANA**

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**PLANEADOR FUTURAS VISITAS**

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**KARDEX DE PRODUCCION MENSUAL**

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| **FECHA** | **PRODUCTO** | **NUMERO AFILIACION** | **CLIENTE** | **CEDULA** | **APORTES** |
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