

What went well?

What should we keep doing?  
What should we celebrate?  
Where did we make progress?

What went poorly?

Where did we have problems?  
What was frustrating to us or others?  
What held us back?

Estimation of business expenses

check industry standards to determine the average costs of doing business

**Estimation** is an educated guess at the amount of work involved and its value.

A Cost Estimate is the prediction of the probable costs of a project or effort

Recognize that estimated figures often prove to be erroneous but changes in previous year figures are not made if a reasonable estimate was made.

Understand the reason that an expense is not recognized when a receivable is deemed to be uncollectible.

We define business frustrations as a series of specific recurring events in your business over which you feel you have little or no control.



To create the projections, you can use an Excel spreadsheet or tools available in your accounting software.

Most business owners use accounting software to track business costs. ...

Research industry spending to get a better idea of the numbers.

The benefits of using accounting projections in procurement are numerous. T

Open a business checking account and ensure all of your business-related income and expenses run through that account.

What do you believe we should do next? What specific things should we change? What should extend beyond this meeting?

What ideas do you have?

What ideas do you have for future work together?  
Where do you see opportunities to improve?  
What has untapped potential?

How should we take action?

What do you believe we should do next?  
What specific things should we change?  
What should extend beyond this meeting?