

Module 3: The Sales Process Framework

- Action Worksheet

Name: __ Date: __

Part 1: Your 7-Stage Sales Process

Define specific actions for each stage:

Stage 1 - Prospecting: Daily activities: _____

Stage 2 - Initial Contact: Opening approach: _____

Stage 3 - Discovery: Key questions: _____

Stage 4 - Presentation: How I present: _____

Stage 5 - Handling Objections: Common objections: _____

Stage 6 - Closing: My closing approach: _____

Stage 7 - Follow-Up: Follow-up schedule: _____

Part 2: Pipeline Tracking

Stage	# Prospects	Value
Prospecting	_____	\$_____
Contact	_____	\$_____
Discovery	_____	\$_____
Presentation	_____	\$_____
Negotiating	_____	\$_____
Closing	_____	\$_____

Part 3: Time Blocking

Block your ideal week with color codes: - Green = Prospecting - Blue = Meetings - Yellow = Follow-up - Purple = Learning

Part 4: Weekly Targets

- New prospects: _____
- Discovery calls: _____
- Presentations: _____
- Closes: _____

Commitment: I will follow this process consistently.

Signature: __ **Date:** __