

Writing a business plan that works



Worksheet

Your name:

Date:

"To get maximum value from this live Webinar series, print this handout, so you can be prepared to take notes during the Webinar!"

Roland www.newperspectives.com.au

Duration: 1 hr (approx.)

Focus: The first steps to writing a business plan that works for your business.

Tips to Get the Most Out of This Training

1. Print this handout so you can take notes during this webinar.
2. Turn off your phone, facebook, twitter, email... get a cup of tea
2. Schedule time tomorrow to implement a first step
3. Schedule time to implement step 2 and step 3 in the next two weeks.

Please Note: The webinar will start promptly on time, dial in a few minutes early

Agenda

This is what we are going to go through Today:

- CHECK-IN, where you are now
- The 3 reasons why planning is so important
- The 2 reasons why planning seems so hard
- And the 6 criteria for a business plan that actually works
- One of the famous BUSINESS BEDTIME STORIES
- Information about how to take some next steps
- Finally we'll get into action... it's all about what we do in this life after all.

My biggest challenge / My Most pressing issue in business right now:

Poll: When I think about business planning, what I feel is:

- Nothing much, because I don't think having a plan will make any difference*
- Daunted, guilty or ashamed, because I know I should have a business plan, but I haven't gotten around to it and I don't know where to start.*
- Frustrated because I have a business plan, I spent a lot of money and time creating it, and I haven't looked at it for ages and ages.*

- *Fired up, because I have a plan, we look at it all the time and incorporate it in our regular strategic planning sessions, it's a "live" document that is constantly being updated.*

A business without a Plan achieves _____ in it.



No battle plan ever survives the _____ contact with the enemy.

Business plans are out of date as _____ as they are printed

Some people draw the conclusion that there is no _____ doing much planning. That is the _____ wrong conclusion though. Planning must never _____ because it allows you to _____ swiftly to changing opportunities. Planning is _____ about the

document... it is about the work of _____ the plan

The Three Principles:

Effective plans:

1. Spell out exactly _____ the business is headed and _____ it will get there.
2. Have a fixed set of _____ to "test" every decision in the _____ against.
3. So you know your options and to be able to make swift and _____ decisions when your business _____ change from the ones you planned for.



The wheelbarrow

Instead of trying to _____ a wheelbarrow up a _____ when it has a flat tire... stop of at a _____ station and _____ up the tire



Sailing blind

A business plan helps you make the _____ decisions swiftly

Coffee stains

An effective business plan is _____ eared and has _____ stains and _____ in the margin.

Business planning is actually not as _____ as people think.

A business plan doesn't have to be _____ It does _____ matter how it looks... what _____ is that you start.

Two types of plans:

There are Internal plans and then there are _____ plans

Internal plans help _____ the business in the right direction and _____ everyone in the business.

External plans communicate a _____ shot of the business to a bank _____ when applying for a _____ for example.

6 Criteria for an effective business plan:

- The plan is kept ' _____ '
- It's written for the _____ affected by it
- Easily accessible
- It relates to the short, medium and _____-term Goals of the business
- It is written in reference to the Purpose and Mission of the business
- It's short (_____ page)

Every page past the first one makes the business plan _____ effective

Three models of one-page business plans:

- The One Page Growth Plan
- The Business Model Canvas
- The toilet Entrepreneur's "Prosperity Plan"

All available on <http://tiny.cc/planpage>



Bedtime Story

Laura had a _____ label and she felt there was a really _____ opportunity for her to grow the business.

Laura had so many _____ she was stuck in _____

Business plan

Laura started by creating a _____ map. As the mind map grew she had a place to _____ every question and every priority.

_____ years later Laura opened a _____ shop and she had clarity over how the build controlled _____

What came up for me:

1. _____

2. _____

3. _____

Top Take Aways:

1. Planning is _____
2. Planning a _____
3. Internal V _____ plans
4. Planning never _____
5. Make the form to _____ yourself
6. Do it with _____ people
7. One _____ only
8. A perfect plan is a ' _____ ' plan
9. Start _____...



Comments from others:



My most pressing issue:

My most pressing issue in my business, right now:

Resources:

The special landing page for this webinar is <http://tiny.cc/planpage>

The Scale



Action:

First set some time aside over the next few days to be able to get into this... be sure to do this...

if you don't set some time aside to do something with what you learned and the information we've given you today...in the next few days... then coming on this webinar has been a waste of your time...

The only thing that ultimately makes any difference is what actions you take.

- Download the templates

- Watch the video
- Read the article
- And you can re-watch the webinar in recorded form as well...it will be uploaded in the next 24 hrs.
- And then... decide to start and commit to it... doesn't matter how...just start.



Special Offer, The Wayside Chapel Trial Session:

1. You get to carry out a really powerful Business Health Check and you will get a simple and easy to understand written report on the state of health of your business across 10 different key aspects of business
 2. You will get a hard-copy of my first book, The Ten Truths for Raising a Healthy Bouncy Business (or one of the other three if you prefer)
 3. You get to sit down for an hour with me via Skype... one-on-one... and gain great clarity and insight about where you are now, where you want to get to in your business
 4. You will walk away with powerful renewed Focus and one or more simple action-steps with that will start to move you forward past that big pressing issue and towards having more fun in your business again.
- ➔ A donation to The Wayside Chapel in Sydney of \$100 (or more) is the only cost.

All details about the offer are on this page on my website here:

<http://www.newperspectives.com.au/programs/freestuff/trial/>



Any questions or feedback:

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