

Date: \_\_\_\_\_

Face to Face	
Phone Contacts	
Email Contacts	
Notecards	
New Leads	

8:30-9:30	1st & 10 Calls
9:30-10:30	2 Tasks
10:30-10:45	Check Inbox
10:45-11:00	Return Calls
11:00-12:00	Post Ads
12:00-1:00	Lunchtime

**Weekly Score**

Leads	
Buyers	
Sellers	
Escrows	
Closed	

**1st and 10 Calls**

- 1.) \_\_\_\_\_
- 2.) \_\_\_\_\_
- 3.) \_\_\_\_\_
- 4.) \_\_\_\_\_
- 5.) \_\_\_\_\_
- 6.) \_\_\_\_\_
- 7.) \_\_\_\_\_
- 8.) \_\_\_\_\_
- 9.) \_\_\_\_\_
- 10.) \_\_\_\_\_

**Top 2 Tasks**

- 1.) \_\_\_\_\_
- 2.) \_\_\_\_\_

**Post Ads**

20 19 18 17 16 15 14 13  
 12 11 10 9 8 7 6 5 4 3 2 1

**Notes**

**To-dos**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_