

7 STEPS TO CREATE AN efficient action plan

1

Know where
you want to go

2

Create
measurable goals

3

List the tasks that
need to be performed

4

Divide big tasks into
smaller, more
manageable parts

5

Decide on deadlines
for daily deliveries

6

Create a visual
representation for
your action plan

7

Track your
actions regularly



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More And Better Customers Action Plan Blogging

Rachel Sandford



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