

Breakthru Solutions

A.S.A.P. Method & Company Action Plan



- **Analyze the Needs of Your Business**
- **Set the Strategies...** Know your objectives (What have you been saying that you want to do to move your business forward?)
 - Prioritize Your List (Plan - 1 Being Most Important)
 - Do You Know How Much It Will Cost?
 - Who / What Would Help You to Move This Strategy Forward?
 - What Would Get In Your Way? Any Barriers that would hinder you?
 - Can You Estimate the Cost? (Guestimates are fine... if it needs to be researched ... leave it blank)
 - Can You Estimate the Revenue That Would be Generated?
 - Now Prioritize the Strategies According to Revenue Generation (1 Being Generates Most Revenue)
- **ACTION PLAN – Take Action and commit to completion**
 - Select the top '3' and list a date when you would be able to say, "Yes, we have that new Client... Or the new employee starts in January, 2007, or the financing we need for the project is on the way!"
 - Complete the Actions Required for Each Strategy in your ACTION PLAN – Write down and implement the steps needed, you will be committed to completion.
- **Planning – Take steps to complete or update your Business Plan and Marketing Plan. Prioritize and Re-Prioritize Your Strategies as Conditions in Your Business Change.**

For additional information about the A.S.A.P Method, contact Vivian Shimoyama at (310) 545-5375