

CREATING A TURN-KEY BUSINESS

A turn-key business is one that comes complete with an Operations Manual, purchased in a condition ready for immediate occupation; whereas the buyer only has to "turn the key" for the operation to start. (Philip Paul Beyer, Systems Busters)

Review the Systems Checklist Document .
Do you have a documented turn-key:

___ Marketing System

___ Selling System

___ Fulfillment System

___ Administrative System

___ HR System

MY CURRENT REALITY

What are the 3 best systems or processes in my business today?

My 3 Best Systems:

Why they are my best

- _____
- _____
- _____
- _____
- _____

What are the 3 least effective and most troublesome systems or processes in my business today?

My 3 least effective systems:

What trouble does this system create:

- _____
- _____
- _____
- _____
- _____

Which systems do you want to start working on first?

3 LEVELS OF WORK IN EVERY BUSINESS

1. _____
2. _____
3. _____

Thinking about your work and status of your business, which level do you find yourself most working in? What do you think it might take to move up one level?

THE STRATEGIC BUSINESS OWNER

A Strategic Business Owner embraces leverage - gets greater results with less time, effort, and headaches - works smarter, not harder.

A Strategic Business Owner focuses on the entire business, not just the technical work.

A Strategic Business Owner thinks and acts like a CEO, not an employee.

A Strategic Business Owner develops plans, procedures, and policies; they document everything for clarity, communication, and consistency.

A Strategic Business Owner excels at leadership, not doer-ship.

A Strategic Business Owner learns to let go - to trust their people and systems.

THE STRATEGIC BUSINESS

Properly designed or re-designed, your business should function practically without you.

It should run predictably, consistently, and automatically whether you are there nor not

It should be systems-dependent, not owner-dependent.

Of all of these statements, which 2 or 3 stand out the most to you? Take a few minutes to reflect on why they might stand out.