



WEBINAR WORKBOOK

THE SOLOPRENEUR GUIDE

2 EXPERTS

+

YOU

=

REAL RESULTS

[The perfect companion to capture notes, golden nuggets of wisdom + a reminder to take action!]



WHAT'S NEXT?

1. **Print this workbook off BEFORE watching the webinar** to get the most out of learning something new so you can capture everything that we're sharing.
2. We've given you a lovely notes section at the end as we know you'll have burning questions that you'll want to ask. On the video page **feel free to pop your questions in the comments box and we'll get them answered toot sweet.**
3. I know it goes against human nature these days but **turn off all those annoying notifications so you're not distracted by pop-ups** (and look like a meerkat). It will also free up processing power so you don't have a glitchy watching experience.
4. **Don't just watch and do nothing.** If you do what you've always done, you'll get what you've always got. **Take action!** We're all about taking action so go schedule 30mins to 1 hour in your calendar in the next couple of days and put this stuff into action. Ride the wave, create some inertia and make that change.



GET YOUR SH*T DONE!

Productivity Power

Schedule time to step back from your day. Write down a date and time and put it in your diary now!

What works right now and what isn't working for you in reference to your productivity?

Are you in control of your day?

What excuses are you telling yourself that makes you miss your deadlines right now?



Multi-tasking (it's a myth)

How many tasks do you regularly try to do at the same time...be honest!

We become what we think

What lies are you telling yourself that could be affecting your productivity and mindset?



That big super computer (your brain)

What opportunity could you programme into your brain right now that would change your productivity, your business or your team?

Let your brain's alertness work for you not against you.

The Why + What of Productivity

How many hours do you realistically have each day?

What is driving you? What is your big WHY?



Productivity Weapon of Choice

Match your productivity to your energy.

Are you analogue (good old paper and pen OR are do you love the creativity space of a bullet journal? Do it your way!

Energy Calendar

What tasks light you up?

What tasks drain the life blood from you?



SOCIAL MEDIA KNOW-HOW

Foundations

List the social media platforms you are on for your business. Check off each one as you make sure your handles (if possible), avatars, profile pics, and headers all match.

Who, What, + Where

Who are you talking to? (describe your target audience)



What are you talking about? (list 2-3 subjects relevant to your industry)

Where are you saying it? (which social media platforms should you use?)

Calendar

List the major product + launch dates for your business



List the types of content you need to batch (i.e. Instagram photos)

Which is the best day (or days) to consistently batch your content?

List the most relevant hashtag holidays for your business.



Tools

List the best scheduling and curating tools that you'll use for social media marketing for your business.

Analysis + Tracking

Make a date in your calendar to analyze your online stats once a month.

List the most important stats for you to keep track of here.



NOTES

(that stuff you need to remember)



ARE YOU INTERESTED OR COMMITTED?

If you want to know more or are ready to dive on in, [hop over here](#) and click the enroll now button.

We can't wait to meet you on the inside.

Cara + Cat

The Solopreneur Guide