

BUSINESS FREEDOM — 365 —

Month Two, Week Three:
Leadership

Topic
Mini Exits

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Mini Exits: Business Intelligence - Role Based & Department Based Report

We're going to implement the next part of the plan to achieve business freedom, and it is going to build off of the exercise from last week. This week we're going to build reports so you can ease the transition through your mini exits. It is understandable that you may not feel completely comfortable leaving some jobs to other people, which is why these reports will be super helpful. With a really good report template you can get all the important information whenever you need whether its daily, weekly, monthly or even quarterly. This step is one of the most powerful things you can do for your business, as it will allow you to focus on the big picture without having to dive into the individual roles unless the reports indicate that it is necessary.

So, the homework that you will be doing this week will be:

Take the three roles from your role map that you would like to delegate, and on three separate page write out a template for each role. The template will include spaces for information you need from each role to make your business run smoothly.

Examples: *net revenue, accounts receivable, dividends etc.*

See the templates below to get started.

