

Monthly Training Planner

Date _____ Time _____

Place _____

BEFORE CLASS

- Hand out free drawing tickets (optional): _____
- Distribute handout(s): _____

WELCOME 5-10 MIN.

- Set intention: _____
- Introduce agenda: _____
- Promote presenter(s) throughout: _____

PRODUCT TRAINING 30-60 MIN.

- Topic: _____ Presenter(s)
- Testimonial: _____ Testimonial
- Testimonial: _____ Testimonial

BREAK 10-15 MIN.

- Refreshments (optional): _____ Coordinator
- Make-n-Take (optional): _____ Coordinator

BUSINESS TRAINING 30-60 MIN.

- Why dōTERRA, Why Now: _____ Presenter(s)
- Mindset, Skillset, or Toolset training: _____ Facilitator(s)
- Role Player Application activity: _____ Facilitator

RECOGNITION 10-20 MIN.

Invite attendees to stand and highlight top achievers by having them share their experience or give a testimonial.

- Rank Advancements last month:
 - Executive
 - Silver
 - Diamond
 - Elite
 - Gold
 - Blue Diamond
 - Premier
 - Platinum
 - Presidential Diamond
- Top Enroller last month **Who earned:**
 - Power of 3-\$50
- Enrolled someone this month
 - Power of 3-\$250
- Special accomplishments (*incentives, volume, retention rate, etc.*)
 - Power of 3-\$1500
- Success Testimonial(s): _____ Testimonial

CALL TO ACTION 5-15 MIN.

- Issue a call to action or a challenge: _____ Organizer
- Promote upcoming trainings: _____ Coordinator
 - Monthly: _____ Regional: _____
 - Convention: _____ Other: _____
- Select drawing winner(s): _____
- Offer key resources/tools for purchase: _____ Resource/Tool