Progressive Action Checklist

Achievement **DYNAMICS** INSTITUTE

Month / Week / Day

Date: *April, 200x*

Business   Completed

1. **100 cold calls*** ☐
2. **40 referrals*** ☑
3. **30 new appointments** ☐
4. **Place ad in paper** ☑
5. **Finish proposal** ☑
6. **Update mailing list** ☐
7. **Order new business cards** ☑
8. **20 new clients** ☐
9. ☐
10. ☐

Personal   Completed

1. **Finish yard** ☐
2. **Easter dinner at our house** ☐
3. **Build a tree house** ☐
4. **Take Renee out to dinner** ☑
5. **Visit Aunt Mary** ☑
6. **Update software** ☐
7. **Workout 12 times** ☐
8. **Set-up vacation with family** ☑
9. ☐
10. ☐

* These also appear in the Perpetual Action Cycle

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