The 90-Day Focus Planner

Your three priorities, one page a week,
and meaningful results by design.

A companion to Your 90-Day Revenue Roadmap session

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WELCOME

Your Next 90 Days, By Design

In our session together, we identified the three biggest opportunities in your business. This planner turns those opportunities into meaningful results — one focused week at a time.

You led teams to outstanding achievement in corporate. This is the same discipline, applied to the business you love. Three priorities. Thirteen weeks. Significant progress.

How to Use This Planner

1. Anchor your three priorities. Transfer them from our session onto the next page, along with why each one matters and how you will know it is complete.

2. Plan one week at a time. Each Monday, choose the single most important action for each priority. One aligned action per priority per week is the pace of excellence.

3. Celebrate on Fridays. Record your wins each week. High achievers move fast and forget to notice how far they have come. Noticing is fuel.

4. Review at each 30-day mark. A brief milestone review keeps your roadmap alive and your momentum building.

One question to return to all quarter long:

"Is what I am doing right now moving one of my three priorities forward?"

YOUR ROADMAP

My Three Priorities for the Next 90 Days

From your 90-Day Revenue Roadmap session with Karen.

Priority 1

The opportunity:

Why this matters to my income and my joy:

I will know it is complete when:

Priority 2

The opportunity:

Why this matters to my income and my joy:

I will know it is complete when:

Priority 3

The opportunity:

Why this matters to my income and my joy:

I will know it is complete when:

WEEK 1 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 2 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 3 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 4 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

MILESTONE

30-Day Milestone Review

Pause. Look up from the work. You are further along than you think.

Significant progress I have made on each priority

What is working that I will do more of

One adjustment that will make the next 30 days even stronger

Is my calendar a reflection of my three priorities? If not, what moves?

WEEK 5 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 6 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 7 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 8 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 9 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

MILESTONE

60-Day Milestone Review

Pause. Look up from the work. You are further along than you think.

Significant progress I have made on each priority

What is working that I will do more of

One adjustment that will make the next 30 days even stronger

Is my calendar a reflection of my three priorities? If not, what moves?

WEEK 10 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 11 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 12 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

WEEK 13 OF 13

This Week's Aligned Actions

Priority 1 — my one most important action this week:

Priority 2 — my one most important action this week:

Priority 3 — my one most important action this week:

Wins I am celebrating this week

What I learned + what I will refine next week

Coach-like check-in: What felt easy and joyful this week — and how can next week hold more of that?

DAY 90

Your 90-Day Celebration + What's Next

The meaningful results I created this quarter

How I have grown as the leader of my own business

The golden opportunities I see for my next 90 days

You were made for this. Here is to a business filled with ease, joy, and consistent client contracts.

Love and great joy,

Karen