BDU Pipleline Enrichment Program Tracker

	BDU NAMES DIVED PARTY UNIVESTITY		Campaign # 1 Week One Date						
Prospect #	Prospect Name	Contact Name	Contact Email	Contact Phone #	Research	Email	Comments	Phone Call	Email
Example	Business Development University	Lisa Peskin	lisa.peskin@businessdev elopmentu.com	877.310.1370 x 102	х	х	Training company/sent introduction email	х	х
2									
4									
6									
8									
9									

Week Two Date		Week Three Date			Week Four Date			
Comments	Phone Call	Outlook Invite	Comments	Phone Call	Email	Comments/Final Outcome		
Left Voice Mail for Lisa sent email #2	х	Х	Made call #2 sent Outlook invite for 6/22	Х	х	Appt. 7/23 with VP of Sales to talk about STAR		

Instructions:
First step is to Save As this worksheet with the name of YourNameCampaign1 for week 1,
YourNameCampaign2 for week 2 and so forth.

For each week of the program, list your ten prospects under "Prospect Name." Then, put an X in the box to verify that the week's activity has been completed, adding any comments (see example).

Prospects stay on the list until an appointment is scheduled, they are a dead lead or the four week cycle is completed.

At the end of each week email your worksheet to your sales coach. The second week you will be emailing 2 worksheets, 3rd week 3 spreadsheets and so forth.

Be sure to schedule your 30 minute coaching session each week with your coach and you will be reviewing your worksheet on your coaching call each week.

Questions? Call 877.310.1370

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