

PRESENTS

90 DAYS TO SUCCESS



This 90 Day Success Plan will be your roadmap through the first levels of the 21st Century Bookkeeping Hierarchy. You will learn the foundational elements of bookkeeping, transactions, and statement preparation. You will also learn the best, most efficient ways to land your first few clients.

DAYS 1-15

SKILLS: Foundations Unit	
Start Here Bookkeeping Basics	Financial Statements,Journals & LedgersEthics & Laws
BONUSES: Hacks & Facts Unit	
Introduction to Hacks & Facts	Speed of Implementation Handling Overwhelm

DAYS 16-30

	SKILLS: Setup Unit	
	Setup Introduction	Quickbooks Setup - Luxury Landscapes
(5)	SKILLS: Transactions Un	it
	Cash Receipts & Accounts Receivable Cash Disbursements & Accounts Payable Inventory Bank Feeds & Reconciliation	Fixed AssetsNotes PayableOther LiabilitiesOther AssetsEquity
9.	CLIENTS: Get Ready to	Earn Unit
	Marketing 101	You're a Business Owner!
	CLIENTS: Yakkity Yak Ur	nit
	☐ How to Yakkity Yak	You Can Do It!
	SYSTEMS: Lifestyle Unit	Your Time
	BONUSES: Hacks & Fac	ts Unit Your First Client



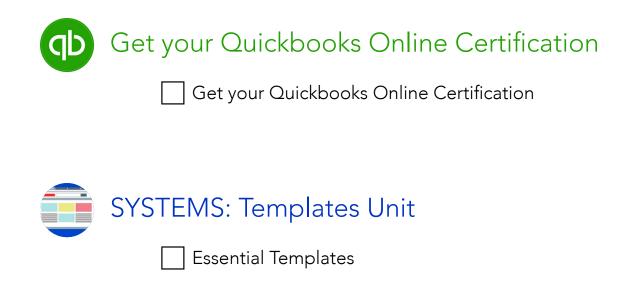
DAYS 31-45

(6)	SKILLS: Transactions Un Closing Project	it
	SKILLS: Statements Unit	The Package Present
	CLIENTS: Networking U	Jnit Mix & Mingle
9	CLIENTS: Irresistible Se	Iling Statment Unit Creating Your ISS
\$	SYSTEMS: Your Money Money Truths	Unit Getting Strategic

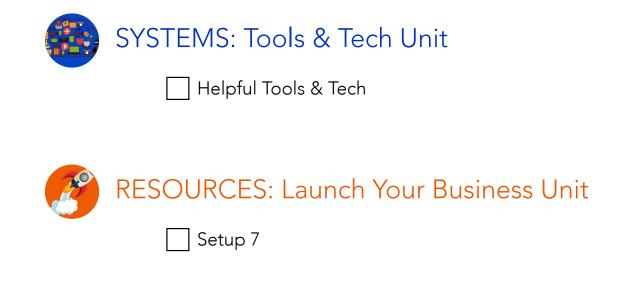
DAYS 46-60

Jeanup	SKILLS: Cleanup Unit Cleanup Process
	Take time to review because now it's time for SKILLS: Final Exams Unit Knowledge Exam Practical Exam
	CLIENTS: Specialized Groups Unit Where's the Party? Get In There! CLIENTS: Consult to Close Unit
	The Consultation Proposal & Engagement Letter & Pricing
	SYSTEMS: Processes & Checklists Unit Key Processes & Checklists
	BONUSES: Hacks & Facts Unit How to Know When You Are Ready

DAYS 61-75



DAYS 76-90



The remaining lessons are designed to be completed AFTER you have obtained your first few clients. Once you achieve the milestones below, these advanced concepts will push you further up the 21st Century Bookkeeping Hierarchy toward The Most Trusted Advisor status!

Milestone One

After you've onboarded your first client & have completed 2 months of statement preparation for that client...

	SKILLS: Interpret & Advise Unit Review & Analyze Income Taxes Internal Controls
	Milestone Two
	After you have 3 or more clients
0	SKILLS: Clients: Advanced Unit
	Get Your Website Referral Marketing
	Prospect Follow-Up Linkedin System Niches Email Outreach



BONUS: Profit Maximizers

Profit Maximizers

