

Weekly Activity Tracker Worksheet

Week of: 5/1/2005

Activities To Accomplish Your Goal			Track Here		Weekly Total	
Sources Of Business	Monthly Goal	Weekly Goal	Activities Performed (I.E. 100 Cards, 5 Calls, 2 Open House Events etc.)	Appts from Activities	Activities	Appointments
Sphere of Influence	20	4	3 calls 1 coffee-meeting		4	
Floor Duty	1	0				
Just Listed Cards	133	30	50 Cards sent on Jones Listing		50	
Past Clients	6	1	1 breakfast meeting	2 listings appt	1	2
Open Houses	1	0	Open House Jones property	1 buyer Williams	1	1
Geographic Farm	250	57	Sent Monthly Farm Mailout 200		200	
Referral From Sphere	33	7	Called 10 "A" List referral		10	
Referral - Past Client	16	3		Keller appt		1