

# Module 1 & 2 - Step by Step Action Plan

Congrats on completing module 1 and 2! By now you should have gone through the course overview, mindset training, agency model and learned the necessary tools needed to get your agency up and running.

Here is your step by step action plan for this module:

## **Step 1 - Go through and complete the “Creating Your Vision”**

**docs.** • Reflections Exercise

- Big Picture Vision Exercise
- PAW Process Exercise
- Mentally Rehearsing Vision Exercise
- Affirmations Exercise (create your own)

## **Step 2 - Set up your FREE agency website and business email via**

**G-suite.** • Buy a domain name and hosting from namecheap.com

- Create a FREE logo via canva.com
- Sign up for Thrivethemes website builder (\$19/month or \$97 one-time)
- Sign up for your business email via G Suite

## **Step 3 - Set up your FREE Daily Productivity Hub via Notion**