

How to ELEVATE Your Business Success

A Personal Assessment

This self-assessment has been designed with the intention of helping you gain a better understanding of where you and your practice are now. It assists in identifying the key areas you need to focus on and address to achieve your success.

This assessment helps you have greater clarity about what is important to you and what may be holding you back. The questions will assist by challenging where you are and help you to work more effectively and with greater purpose into the next 90 days.

Action: Complete Personal Assessment Form by answering each of the following questions. You will need to allocate at least an hour of focused, uninterrupted time to answer these questions.

QUESTION 1

What has made your business successful to date?

Is your business where you need it to be right now?

What is the one thing holding you back from getting where you need to be in the next 12 months?

QUESTION 2

How clear are you on where you want your business to be 3 years from today?

Is your business vision documented with clear action steps for moving towards it?

What 2 or 3 key projects or tasks are you working on at the moment to achieve your vision?

QUESTION 3

What keeps you awake at night? This may be a business or personal related matter as personal matters may overlap and effect business performance.

QUESTION 4

Do you currently work the hours you want to work?

What would be the ideal number of hours?

Why?

QUESTION 5

Do you get distracted or drawn away from your high payoff activities?

What are your three most important HPAs?

- 1.
- 2.
- 3.

What takes your focus away from what you really want to do?

QUESTION 6

Do you have documented processes for the key areas of your business?

What do you consider are the 5 key areas of your business?

QUESTION 7

What would make your staff more effective, accountable and productive?

What is the most important change you would like to see in them?

What is the one thing staff could do that they are not currently doing that would improve your results?

QUESTION 8

Are clients advocates for you and your business?

How many referrals have you received from clients and key referral partners in the last 12 months?

What is your most effective source of new client introductions?

QUESTION 9

Are your key business measures trending in the right direction?

What is your most important measure? Why?

What trends are these measures showing you?

QUESTION 10

Who is currently the most influential person to your business development other than yourself?

This exercise has been designed to challenge what you are doing and not doing. It is not meant to be a comfortable exercise. It will reveal what you may in fact be purposely ignoring. It is about helping you to know exactly where you are and where you need to focus your attention moving forward.

Once you have completed all questions, decide on the three areas, that given your attention in the next 90 days, would have the greatest impact on the results you want. You will need to allocate specific and regular time to begin working on them each week. You know the saying that a journey of a thousand miles begins with the first step.

Feel free to download our Seven keys to ELEVATE your business success from my website at www.robertbonifacio.com

If you have questions or would like additional guidance and assistance to implement lasting and effective change, please feel free to contact me.

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Turning Knowledge into Results

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