

**Marketing with Rob**

**Monthly Tasks**

- Look back to see what I did
- Decide what changes to make
- Read Success Journal
- Write an e-book
- Take note on who is following me

**Plan From End to Beginning**

- Do 10 Success Steps** 12 Month Plan
- 90 Day Plan
- 3 Monthly Plans
- 1st Months in 4 wks
- 1st Week daily plans
- Plan tomorrow today
- Plan Most urgent Tasks 1st
- Use Count Down Timer
- 10 min breaks every 20 min
- No Interruptions when Productive**

**Other Daily Tasks**

- Journal Ideas +Thoughts
- Don't Multi-Task
- Follow Daily to-do list
- Log tasks on daily-did list Learn from this to stay focused
- Do what you know Then ask questions
- Check e-mail twice a day
- Check Blog