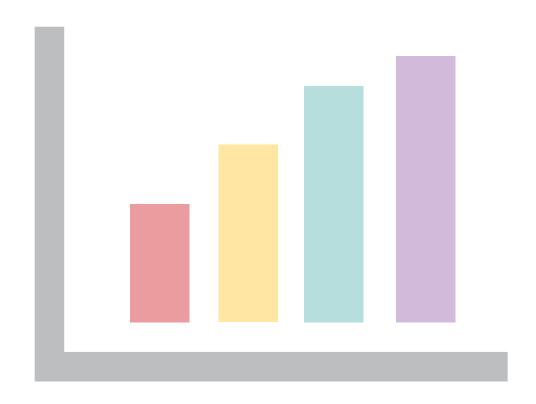
the BUSINESS BUILDING PROGRESS

tracker



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BUSINESS BUILDING PROGRESS

As you complete each task, fill in the boxes below each category to track your progress of starting a brand to running a side hustle. Make it your own by using your favorite pens, markers, colored pencils, or highlighters!

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these are the beginning basics to help make make you legit & build momentum

WEBSITE DOMAIN NAME		
an official website domain name that		
shows you're serious about what you do		

DOMAIN EMAIL ADDRESS a **professional email address** that's attached to your website domain name

BUSINESS ADDRESS a real mailing address that's different from your home address (here's why)

BUSINESS BANK ACCT. to keep your personal & <u>business</u> <u>finances</u> separate & help with tax prep

branding

once these basic elements are in place you have the foundation for a visual brand

SPECIFIC BRAND COLORS

<u>choose brand colors</u> that both resonate with you and your audience

SPECIFIC BRAND FONTS

find fonts that are for commercial use & that compliment your brand concept

BRAND LOGO

start with a simple text based logo, or hire out (you can always rebrand later)

BRANDED MEDIA GRAPHICS

make branded graphics for promoting on social media platforms

tools + tech

these are the starter tools + resources needed to get your side hustle up & running

WEBSITE PLATFORM & HOST

choose a tool you're able to use yourself, that also can **grow with your business**

MASS EMAIL PROVIDER

<u>build a mailing list</u> to provide value + another personal point of contact

PAYMENT CART & PROCESSOR

find a **<u>platform with many features</u>** that connects to your email provider

VERSATILE DESIGN TOOL

find a tool that can create graphics, email opt-ins, digital products & more

website

these are the essential components of a website & it could be really all that you need

BLOG WITH 4 CONTENT POSTS

use your blog to build a business by creating intentional content & resources

ABOUT/CONTACT PAGE

create a page that simply shows how you're best able to help your audience

START HERE/HOMEPAGE

create a page that clearly lays out your **most important content** & resources

EMAIL OPT-IN LANDING PAGE

create a page that highlights the benefits of your Interest Opt-In

workflows

create a consistent process for each category that you can easily replicate & repeat

CONTENT SCHEDULE

turning a blog into a successful business takes time, dedication & consistency

CONTENT CALENDAR

set yearly & quarterly goals, & create a content calendar that supports them

PROMOTION PLAN

based off content calendar, create a plan **utilizing guest posting** & social media

CLIENT SERVICES PROCESS

create an intro signature service, then outline & setup the entire process,

assets

these are the building blocks of forming a simple funnel that you can put on autopilot

INTEREST EMAIL OPT-IN

create an $\underline{\textbf{Email Opt-In}}$ you offer for free when someone joins your email list

EMAIL WELCOME SERIES

create a 3-5 day email series that features your know-how + leads to intro product

INTRO DIGITAL PRODUCT

<u>create a digital product</u> that acts as a segue to your intro signature service

AFFILIATE PROGRAM MEMBER

earn some income while you build, **join affiliate programs** related to your blog





WHO I'M HERE FOR

I teach how to create digital products in order to generate passive income online - helping you run a side hustle on auto pilot.

YOUR CURRENT STEP

Use this *Business Building Progress Tracker* to track your progress - from domain names to products - as you continue on your side hustle journey.

YOUR NEXT STEP

The DIY Side Hustle Starter Guide | STAGE 3: SET YOUR SYSTEMS



CHECK OUT THE GUIDE HERE

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