

# Monthly Business Counseling

1. At the close of each month, complete and fax to your Mentor copies of the following:
  - Monthly Business Counseling Report A
  - Monthly Business Counseling Report B
  - Monthly Business Counseling Report C
  - Current Three Customer Groups List
  - Current Students In Training List
  - Weekly Focus Group Tracking Sheet for the month closed and for the new month beginning
2. Schedule a telephone Counseling Appointment with your Mentor.
3. As their Mentor, learn to counsel Builders and Builders in Training monthly. Have your Builders and Builders in Training do the same.