

# 1:1 Weekly Meeting Agenda

## Principal and Salesperson

Name \_\_\_\_\_ Week ending \_\_\_\_\_

How are you on a scale of 1 to 10? \_\_\_\_\_

Is there anything I can do for you? \_\_\_\_\_

Number of calls \_\_\_\_\_

Appraisals \_\_\_\_\_

Listings \_\_\_\_\_

Transactions \_\_\_\_\_

Market adjustments \_\_\_\_\_

GCI \_\_\_\_\_

Current inventory                      Numbers                      Dollars

Just listed/Just sold calls \_\_\_\_\_

Property investment management referrals \_\_\_\_\_

Home loan referrals \_\_\_\_\_

Offers and acceptances \_\_\_\_\_

Review listings \_\_\_\_\_

Review auctions \_\_\_\_\_

Personal development \_\_\_\_\_

Can anything change to make a more productive environment?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What life lessons have you learnt this week?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who do you know that could be a great new team member?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What is your challenge for today and this week?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_