

Things to Do When There is Downtime Checklist

SMALL TASKS THAT PRODUCE A HIGH AMOUNT OF ROI.

- Check-in with past clients and SOI
- Send handwritten notes
- Schedule virtual happy hours
- Update your mailing list
- Review your business plan
- Review your marketing plan
- Create an 'About Me' video
- Learn Google Adwords
- Contact your out-of-state clients
- Clean up your CRM
- Adjust your prospecting scripts
- Call to get updated emails addresses/ contact info
- Learn a new technology like BombBomb emails
- Create a drip-email campaign for e-leads
- Update your Facebook business page, including about sections
- Add an "About Me" section to your LinkedIn Profile
- Create a Facebook Group for your community
- Host LIVE Q&A sessions on Facebook Live
- Learn how to use Instagram Stories
- Verify your business with Google
- Send virtual "Thinking of you" gifts
- Host a "What you need to know" webinar
- Update your buyer or listing presentation
- Create a self-promotional brochure
- Attend other virtual open houses
- Go for a walk

