

# The Final Assessment Road Map

1

Put posts out on social media and in Facebook groups and ask friends to spread the news! Add a link on your Instagram account for people to find your questionnaire to apply, or share the link in your Facebook posts. Don't forget to have a closing date for applications!

2

Add your applicants to the spreadsheet attached to module 10. Take a look through and select your final 5!

3

Email your chosen 5 clients asking to arrange a quick discovery call. At the call, talk them through the process, focussing on how many weeks, calls and what the daily support consists of. Use this time arrange your consultation.

4

Send your client their questionnaire, sleep diary and information about Voxer (a web link), so they can download it. Don't forget to make sure you have their sleep diary and their questionnaire returned at least 24 hours before your meeting.

5

Prep for your meeting.

*Top Tip!*

Create one email and tweak it for each client by changing the questionnaire and timings!

6

Have your consultation over phone, Facetime, Skype or Zoom if you have it.

7

Write up your sleep plan and send it to your client.

8

Offer daily support and organise follow up phone calls week by week.

9

Say thank you to your clients and send them the feedback form from Module 10.

10

Woohoo you are done! Save everything to a folder and once you have worked with all 5 clients and written your about me copy, send to Cara!