PROGRESS CHECKLIST

GEG Team Experience

Progress Checklist

WEEK 2 | JumpStart Week

Phew! Way to go finishing Week 2| JumpStart Week. I know it's a big one! Here is the Progress Checklist for all the To-Do's in case you're still catching up. Have all these items checked and DONE prior to Vendor Week so you stay on track.

- ☐ FINISHED the I'm Engaged ECourse
- ☐ READ & BEGIN: Team Initiation
- ☐ WATCH: Video 1 & 2 | Building your Binder- TABS + Print all Tab Pages
- ☐ Completely assemble your Wedding Planning Binder
- ☐ Import/Add all the addresses you have to the Guest List Excel Spreadsheet
- ☐ Call 10 A-List Guests for their addresses
- ☐ Complete the *Checklists Section Assignment 1 {on the tabs}*
- ☐ Complete *Guestlist Section Assignment 1 {on the tabs}*
    - Here is the Mini-Series again that includes videos for each assignment
- ☐ Complete *Guest List Section Assignment 2*
- ☐ Complete *Guest List Section Assignment 3*
- ☐ Complete *Guest List Section Assignment 4*
- ☐ Complete *Project Blocks Section Assignment 1*
    - Step 1- Create a NEW BOARD called Wedding Project Blocks
    - Step 2- Delete old pins that you no longer want/like/need
    - Step 3- Pin/move only your top Project Block Pins, to the Project Block Board
    - Step 4- Leave any inspiration pins on your current board
    - Step 5- Go hunting for pins that inspire Project Blocks you have no pins for
- ☐ Begin Assignment 1 for the *Wedding Development Section* Tab *{on the tabs}*
- ☐ Complete Assignment 1 for the *Wedding Day Documents Section* Tab *{on the tabs}*
- ☐ Begin Assignment 1 for the Contracts & Vendors Tabs *{on the tabs}*
- ☐ Make a List of Vendors you need to contact next week
- ☐ Launch the TEAM Experience Email Series that begins with Project Block 0 – ***We start NEXT WEEK!!***
- ☐ Review the Week 1 Progress Blog Post again

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