

Businesses Getting Results™ ACTION PLAN

FAILING TO PLAN IS PLANNING TO FAIL

You are welcome to contact your RAN ONE accountant for further ideas and support in this area.

Action	Outcome	Person Responsible <i>(Make sure you involve others, if possible)</i>	To be done by <i>(Date of next BGR meeting, if possible)</i>
Contact your RAN ONE Advisor to discuss your thoughts and questions about this topic	A better understanding of your current situation and ideas to begin implementation		
Put time aside and consider your larger business and life goals. Where do you want to be in two to five years?	You have set the broad parameters for your planning.	You.	
Identify the areas you need to address in preparing a business plan.	You have a global view of what the plan needs to cover and you know how to get started.	You and your RAN ONE accountant.	
Gather and assess information that you will use in your plan. Evaluate the information and take a strategic look at how you could better meet your larger goals.	You have material for the plan and you have refined your business strategies.	You, your team and your RAN ONE accountant.	
Write the plan. Get help from the team.	You have a draft plan.	You and your team.	
Get feedback on the plan. Revise it where necessary.	You have a finished plan.	You, your team and your RAN ONE accountant.	
Periodically review the plan. Modify the plan, your targets and strategies, as appropriate.	The plan helps you to monitor your progress. You keep the plan in tune with changing business circumstances.	You.	