

# ProAct™

Main Entry:	proactive
Pronunciation:	(f)pro-ak-tiv
Function:	adjective
Date:	1933

1 [1pro-] : relating to, caused by, or being interference between previous learning and the recall or performance of later learning \*proactive inhibition of memory

2 [2pro- + reactive] : acting in anticipation of future problems, needs, or changes

Courtesy Webster's Dictionary

**Ockham's razor:**  
***Everything should be made as simple as possible,  
but not simpler."***

*Attributed to Einstein*

*Ockham's razor, also spelled OCCAM'S RAZOR, also called LAW OF ECONOMY, or LAW OF PARSIMONY, principle stated by William of Ockham (1285-1347/49), a scholastic, that non sunt multiplicanda entia praeter necessitatem; i.e., entities are not to be multiplied beyond necessity. Copyright 1994-1999 Encyclopædia Britannica*

# Foundation For The Training

**The ProAct™ training is designed to help you identify ways in which you will become more effective. The success of the program requires the following:**

- ☐ 1. Attendance to each and every module.
- ☐ 2. Attendance on time to each module. Returning on time from breaks.
- ☐ 3. A commitment to use the concepts and materials for the duration of the program.
- ☐ 4. Making commitments to specific action arising out of the material in each module, and following directions of the trainer when in the training room.
- ☐ 5. No telephone calls, interruptions or messages into the training room. No magazines, newspapers or other non-training materials read or displayed in the training room. This includes food, gum, drink cups, etc. (except as agreed to with the trainer in advance).
- ☐ 6. All cellular phones and/or portable paging systems are to be turned off or left outside the training room and participant agrees to no texting or checking cell phones while in the training. If a cell phone goes off during the training, the Training Manager will accept and hold all such units to be left outside the room.
- ☐ 7. Name tags to be worn at all times during the training modules, and at all times be clearly visible.
- ☐ 8. Remaining in the training room for the duration of each session. There will be frequent breaks.
- ☐ 9. No drugs or alcohol during any break. All prescribed drugs are to be cleared with the Training Manager.
- ☐ 10. Conversations during the sessions are limited to between trainers and participants only. Conversations between fellow participants are not permitted.
- ☐ 11. Time of the completed training is unscheduled. Do not make any plans immediately following the completion of the training.
- ☐ 12. The content of the training is a private and confidential matter between you and the group. All materials, forms, concepts and conversations shall be kept strictly confidential.
- ☐ 13. If a participant misses a significant part of any module, he or she, at the sole determination of the trainer, will need to take the entire training over.
- ☐ 14. When the size of the training permits, participants shall sit next to someone that he/she did not know or have a relationship with prior to the training. This includes family, friends and business associates.
- ☐ 15. Chairs are arranged and positioned in the training for a specific purpose. Participants shall not move any chairs during the training.

Signature\_\_\_\_\_Date\_\_\_\_\_

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# Current Business Analysis and Plan

## Existing Prospects:

SOI: Number  
Total \_\_\_\_\_

Sources:


## Buyer Leads:

Total \_\_\_\_\_

Sources:


## Seller Leads

Total \_\_\_\_\_

Sources:


## Future Prospects

Number/  
Hours/wk Results

Activities you commit to\*


\* for example

Open House/ Quantum Home Tour™

Floor Time

Door Knocking/Farming

Calling SOI

Calling on Expireds

Calling on FSBO

# Pre-Business Plan Questionnaire

## I. Analysis

This analysis starts from \_\_\_\_\_ (Mo.) 20\_\_ as the reference date.

**1. How much dollar income did you make in the last 12 months?**

\$ \_\_\_\_\_

**2. How many transactions did you open in the last 12 months?**

# \_\_\_\_\_

**3. How much in gross dollar (\$) commission closed to you did you receive?**

\$ \_\_\_\_\_

**4. How much in referral income (\$) did you receive?**

\$ \_\_\_\_\_

**5. How much in other business related income did you receive?**

\$ \_\_\_\_\_

**6. Calculate the average value per transaction to you. (total income ÷ total # of transactions).**

\$ \_\_\_\_\_

# Pre-Business Plan Questionnaire

**7. Calculate or estimate as accurately as possible the total number of transaction that fell out.**

# \_\_\_\_\_

**8. Calculate or estimate as accurately as possible the total number of clients worked with to close these transactions. (Not deals fell through, but clients not buying +clients buying = total)**

# \_\_\_\_\_

**9. List and identify all sources of marketing expenses related to your business.**

Name:	Amount
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total</b>	\$ _____

**10. Calculate the average marketing cost of each transaction,**

\$ \_\_\_\_\_

# Pre-Business Plan Questionnaire

**11. Calculate or estimate as accurately as possible the total hours spent managing and developing the marketing program.**

# \_\_\_\_\_

**12. Determine your hourly billing rate. (this is the total amount of dollars generated per average transaction divided by the total average hours spent by you personally working with the client; not the prospecting or admin. time).**

\$ \_\_\_\_\_

**13. Calculate the costs of those marketing hours by multiplying total hours × your personal hourly billing rate.**

\$ \_\_\_\_\_



# Six Degrees of Separation

## Why Math is Amazing

07-Sep-2005



Many of us non-mathematicians are intrigued by the movie "Proof," the TV show "Numbers" and the book "Freakonomics," even though we don't fully understand how math problems are solved. Now University of Massachusetts researchers have invented a new algorithm which solves the problem that has puzzled mathematicians for years: how does "six degrees of separation" work? This is the theory, made into a play and then a movie of the same name, that says that there are only 6 people between yourself and anyone in the world you want to make contact with.

First of all, what is an algorithm? Wikipedia.com defines it as a set of well-defined instructions for accomplishing some task which will result in the solution to a problem. A simple example of an algorithm is a recipe for making a cake. If you measure all the ingredients correctly and mix them in the right order, then bake the result at a specific temperature for a specific amount of time, you will end up with a cake.

The idea of six degrees of separation started in the 1960s with two psychologists who devised a plan: People in Omaha, Nebraska were asked to deliver a letter to a target person in Boston via an unconventional route: the message had to be passed through a chain of acquaintances. The people starting the chain had only some basic information about the target individual—including name, age and occupation—and were asked to forward the letter to someone they knew on a first- name basis in an effort to deliver it through as few intermediaries as possible. None of the people who initially sent the letter knew the target individual. Of the letters that reached the target, the median number of people in the message-passing chain was six.

Computer scientists Özgür Simsek and David Jensen were inspired by this research. "What came out of that study was that we are all connected," says Simsek. But the findings also raised a number of questions about HOW we are connected. What are the properties of these networks and how do people efficiently navigate them?

Participants in the study who efficiently sent the message probably acted intuitively by combining two human traits that apply to computerized network-searching as well: People tend to associate with people who are like themselves. Bostonians often know other Bostonians, and the same holds true for qualities such as age or occupation. The second important characteristic of these networks is that some people are more gregarious and have many more acquaintances than others. These people act as hubs, bringing many different people together with one another.

The algorithm that gets a message to the target person most efficiently passes it first to one of these gregarious individuals with a wide circle of friends, since some of them are likely to be similar to the target. Simsek says, "In this case, one plus one is more than two."

# How To Be Lucky In 2009



Psychologist Richard Wiseman says, "Ten years ago, I set out to examine luck. I wanted to know why some people are always in the right place at the right time, while others consistently experience ill fortune." He says he's found the answer.

Wiseman writes in [bbcnews.com](http://bbcnews.com) that he placed ads in national newspapers asking for people who felt they were always either lucky or unlucky to contact him, so he got lots of volunteers to study. He says, "The results reveal that although these people have almost no insight into the causes of their luck, their thoughts and behavior are responsible for much of their good and bad fortune." He found that lucky people consistently encounter chance opportunities, while unlucky people don't. Since this doesn't make sense statistically, Wiseman studied them and found that lucky people were the ones who were able to spot the opportunities that came their way.

He says, "I gave both lucky and unlucky people a newspaper, and asked them to look through it and tell me how many photographs were inside. I had secretly placed a large message halfway through the newspaper saying, 'Tell the experimenter you have seen this and win £250.' This message took up half of the page and was written in type that was more than two inches high. It was staring everyone straight in the face, but the unlucky people tended to miss it and the lucky people tended to spot it." He found that unlucky people are more tense and depressed, perhaps because they expect the worst, and this disrupts their ability to notice what's going on around them. Wiseman says, "They go to parties intent on finding their perfect partner and so miss opportunities to make good friends. They look through newspapers determined to find certain types of job advertisements and miss other types of jobs." He says, "I asked a group of volunteers to spend a month carrying out exercises designed to help them think and behave like a lucky person. These exercises helped them spot chance opportunities, listen to their intuition, expect to be lucky, and be more resilient to bad luck. One month later, the volunteers returned and described what had happened. The results were dramatic: 80% of people were now happier, more satisfied with their lives and, perhaps most important of all, luckier." Here's what Wiseman told them to do: "Listen to your gut instincts—they are normally right. Be open to new experiences and breaking your normal routine. Spend a few moments each day remembering things that went well. Visualize yourself being lucky before an important meeting or telephone call. Luck is very often a self-fulfilling prophecy."