

# Payment Plan Schedule: Content will "drip" out over the next 4 weeks.

| SUNDAY | MONDAY  | TUESDAY                                 | WEDNESDAY  | THURSDAY                                   | FRIDAY                                      | SATURDAY                                    |
|--------|---|---|--|--|---|---|
|        | <b>Week 1:</b><br>Introduction & Program Overview | <b>Week 1:</b><br>Common Fears & Doubts | <b>Week 1:</b><br>Find Services to Sell ASAP     | <b>Week 1:</b><br>Price Your Services      | Review week 1 as needed, complete workbook. |   |
|        | <b>Week 2:</b><br>Find Your Dream Clients         | <b>Week 2:</b><br>Build Your VA Brand   | <b>Week 2:</b><br>Build Your Business Foundation | <b>Week 2:</b><br>Connect with New Clients | Review week 2 as needed, complete workbook. |   |
|        | <b>Week 3:</b><br>Pitch Your Services             | <b>Week 3:</b><br>Exploratory Calls     | <b>Week 3:</b><br>Close the Deal                 | <b>Week 3:</b><br>Onboard New Clients      | Review week 3 as needed, complete workbook. |   |
|        | <b>Week 4:</b><br>Troubleshoot Common Issues      | <b>Week 4:</b><br>Avoid Common Scams    | <b>Week 4:</b><br>Impacts of AI on the Industry  | <b>Week 4:</b><br>You're a VA, Now What?   | <b>Week 4:</b><br>Program Wrap Up           | Review week 4 as needed, complete workbook. |
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