

# Sales Director-in-Qualification TEAM TRACKING SHEET

This tracking sheet is designed to help track the DIQ qualification requirements during the program time frame.

**TIP:** Promoting team spirit among your future unit members can be helpful when working to debut as an Independent Sales Director. You may want to meet with your current team members to discuss what to expect during the next one to three months of DIQ. Be transparent with them to build trust and camaraderie, while letting them know that you can't accomplish this goal without their help and support. Review the DIQ Detail Report, and discuss how their personal Mary Kay goals can align with the goal to debut as a unit.

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## QUALIFICATION: MINIMUM OF 24 TOTAL ACTIVE UNIT MEMBERS

Track future personal team members below:


## EMPOWER OTHERS TO DEVELOP THEIR OWN TEAMS.

**TIP:** The average number of team-building appointments needed to recruit one new team member is going to be different for each person. You can assist each of your future Star Team Builders to find out what their average number is. That way they can gauge how many team-building appointments they need to conduct in order to add a new team member.

WRITE THE NAMES OF YOUR FUTURE STAR TEAM BUILDERS IN THE PINK BOXES.

WRITE THE NAMES OF THREE NEW TEAM MEMBERS OF EACH FUTURE STAR TEAM BUILDER BELOW:

STAR TEAM BUILDER 1	NEW TEAM MEMBER	NEW TEAM MEMBER	NEW TEAM MEMBER
STAR TEAM BUILDER 2	NEW TEAM MEMBER	NEW TEAM MEMBER	NEW TEAM MEMBER
STAR TEAM BUILDER 3	NEW TEAM MEMBER	NEW TEAM MEMBER	NEW TEAM MEMBER
STAR TEAM BUILDER 4	NEW TEAM MEMBER	NEW TEAM MEMBER	NEW TEAM MEMBER
STAR TEAM BUILDER 5	NEW TEAM MEMBER	NEW TEAM MEMBER	NEW TEAM MEMBER

**TIP:** Consider meeting with your team members on a regular basis during the DIQ period (in person and/or virtually) to check on your future unit's progress, to celebrate wins, to share best practices and to encourage, inspire and motivate one another along the way.

### IDEAS FOR EMPOWERING OTHERS TO CONDUCT THEIR OWN TEAM-BUILDING APPOINTMENTS:

1. Ensure they understand the *Great Start*® Program and are comfortable sharing the specifics with potential and new team members.
2. Show them how fun and easy it is to share the Mary Kay opportunity with others by inviting them to observe or participate when you conduct your in-person and/or virtual skin care parties or team-building appointments. This way, they can learn while you earn!
3. Offer to accompany them to their first several in-person skin care parties or team-building appointments or to observe when they conduct their virtual ones. This way, you can assist them and share your feedback for successful team-building appointments in the future.
4. Encourage them to watch the *Love What You Do* team-building role-play videos located on the *Mary Kay*® Mobile Learning App under the Team-Building category to help them master how to effectively conduct team-building appointments.

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QUALIFICATION: \$4,000 MINIMUM UNIT WHOLESALE SECTION 1 SALES VOLUME EACH MONTH

Track unit sales volume.



MONTH 1 TOTAL

MONTH 2 TOTAL

MONTH 3 TOTAL

3

QUALIFICATION: CUMULATIVE \$13,500 MINIMUM UNIT WHOLESALE SECTION 1 SALES VOLUME

DIQ may contribute up to \$3,000 in personal wholesale Section 1 sales volume.



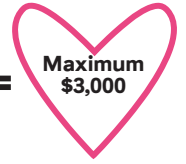
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TOTAL



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DIQ PERSONAL WHOLESALE SECTION 1 SALES VOLUME

MONTH 1 TOTAL

MONTH 2 TOTAL

MONTH 3 TOTAL

MONTH 1 TOTAL

MONTH 2 TOTAL

MONTH 3 TOTAL

### DIQ TEAM ACTIVITY TRACKER

Track your skin care parties and team-building appointments below.

Use the pink fields to track your **personal activities**, and use the black fields to track your **future unit members' activities**.

CONDUCT SKIN CARE PARTIES. Track your personal skin care parties below.

Two rows of 15 pink circles each for tracking skin care parties.

MOTIVATE TEAM MEMBERS to hold in-person and/or virtual skin care parties with 6 to 8 guests each.

Track your team members' skin care parties below.

Two rows of 15 black circles each for tracking team members' skin care parties.

TEAM-BUILDING APPOINTMENTS – A great place to start is with your hostess list and customer list.

Track your personal team-building appointments and future unit team-building appointments below.

Two rows of 10 circles each, with the first five circles in each row being pink and the last five being black.

TIP: The best place to find new team members is at your skin care parties, so remember to always work your business full circle.

TIP: When booking in-person skin care parties, always double- and triple-book to avoid cancellations. Encourage your team members to do the same as well.

“ You can't build your dream alone. No man is an island unto himself. I couldn't build my dream alone. ... Our Company has been successful because we build a team to help make our dreams come true. ”

— Mary Kay Ash, Seminar 1992

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