



BRIDAL BEAUTY BUSINESS BOOTCAMP

Course #6 Workbook Creating Business Systems



Identify Business Activities



Below are a list of "typical" business activities that may require creating systems, automating and documenting.

Use this list as a prompt as well as adding your own specific activities

OPERATIONS

Create Daily Task List

Checking Emails (Creating Templates)

Interested Brides

New Bookings

Hair & Makeup Trial

Wedding Day

After Wedding Day Follow Up

Scheduling

Finances

Additional Operations Activities:

Stylists & Staff

Finding & Hiring

Training

Managing

Scheduling

Paying

Additional Stylist & Staff Activities:

Marketing

Social Media

Blog Posts

Email Marketing

Vendor Relations

Social Media Advertising

Styled Shoots

Additional Marketing Activities:

Automation Tools - Resources

Below are a list of resources to help you automate your systems.

There is no right or wrong when it comes to what apps, software and tools you use to help organize and automate your business. There are an unlimited number of platforms available and unfortunately, I have not found ONE system that does absolutely everything but I have listed some of the most popular platforms below. Your job is after creating your systems...determine exactly which features you need to help automate and systematize your business activities and set aside a day to do some research to find the platform(s) that fit your particular needs. I have included some of the most popular platforms below...both simple and more complex.

COPPER | www.Copper.com | [Copper Overview](#)

HONEYBOOK | www.Honeybook.com | [Honeybook Overview](#)

DUBSADO | www.Dubsado.com | [Dubsado Overview](#)

17 HATS | www.17Hats.com | [17 Hats Overview](#)

MAILCHIMP | www.Mailchimp.com | [Mailchimp Overview](#)

1SHOPPINGCART | www.1ShoppingCart.com | [1Shopping Cart Overview](#)

INFUSION SOFT | www.InfusionSoft.com | [Infusion Soft Overview](#)

LATER | www.Later.com | [Later Overview](#)

Business Activity Steps Worksheet

Use the worksheet below to outline the steps to each business activity listed above.

Business Activity _____

Steps:

1)

2)

3)

4)

5)

6)

7)

8)

9)

10)

Additional Notes/Resources: