

# SALES SUCCESS WORKSHEET

## EFFECTIVE TELEPHONE TECHNIQUES

I listened to “Effective Telephone Techniques.”

- Make a list of 3 leads or applicants you would like to recruit.

Leads or Applicants:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

- What should your telephone message be for each of these 3 people?

Leads or Applicants:

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Bring this worksheet to the next training meeting and be prepared to discuss your answers.