

BNI Gains Worksheet

Goals

Goals are the business or personal objectives you want or need to meet for yourself or the people who are important to you. You need to define your goals and have a clear picture of the other person's goals. The best way to build a relationship with someone is to help them achieve their goals.

Accomplishments

People like to talk about the things they are proud of. Remember, some of your best insight into others comes from knowing what goals they have already achieved. Your knowledge, skills, experiences, and value can be surmised from your achievements. Be ready to share your accomplishments with the people you meet.

Interests

Your interests can help you connect with others. Interests are things like playing sports, reading books, and listening to music. People like to spend time with those who share their interests. When you and your network source share the same interests, it will strengthen your relationship.

Networks

You have many networks, both formal and informal. A network can be an organization, institution, company or individual you associate with.

Skills

The more you know about the talents and abilities of the people in your network the better equipped you are to find (and refer!) competent affordable products and services when the need arises. And when you're trying to round up business opportunities, the more people know about your skills, the better your chances!

Goals

My goal is to provide a holistic view for my clients on the type of properties they can, and should buy in order to meet their personal/family and financial objective.

Accomplishments

I have achieved TOP producers for several months in 2017. Assist my clients to buy HDB & private properties with positive gain. I have a deep understanding of how the market price movement works, therefore, able to explain and identify good investment.

Interests

I play basketball, badminton, tennis and golf. During festive my season like Chinese New Year I would play mahjong and cards with close friends. I share an interest about cars and also travels.

Networks

I have networks from my secondary friends, ex-colleague from IT and networking with TGIF group.

Skills

My strength is in residential properties. Focus in HDB, private properties and landed. I have good knowledge in government rules and guideline and I constantly update myself with these new changes. I'm always on the look out for people who need help and advise in property. I am approachable friendly, conversant and I don't hard sell.

How well do you know the people you want to include in your network? Chances are you have a little homework to do. Spend more time with the people you already know and concentrate on learning these five essentials – their goals, accomplishments, interests, networks and skills. Make sure you give back the same kind of information. The more they know about you, the faster your name will come to mind when an opportunity arises in which your products, services, knowledge, skills or experience might play a part.

BNI Contact Sphere Planning Worksheet

Contact Sphere

1. Secondary Schoolmate
2. IT ex-colleagues
3. Basketball friends
4. Golf Kaki
5. TGIF
6. Meetup.com
7. Taiwan Relative
8. Friends in M'sia
9. Mortgage Bankers
10. Insurance Agents
11. House Cleaning Service
12. Printing Services

Contact Spheres are made up of businesses or professions that naturally provide a source of referrals for one another. They are in somewhat related but non-competitive businesses. Businesses in the same Contact Sphere have a symbiotic relationship in that they support and enhance one another.

Contact Sphere Top-3!

What three professions would help you round out your contact sphere?

1. Wedding Planner
2. Make up Artist
3. Solemniser

Make a commitment to your dance partner to help fill their contact sphere by inviting people to BNI that are in their Top-3!

BNI Last 10 Customers Worksheet

Last 10 Customers

1. Alina
2. Nick
3. Huawei
4. Ms Lee
5. Stanley
6. Francis
7. Sheela
8. Mr Ng
9. Cindy
10. Melvin / Charlotte

List your last ten customers. Think about how you can increase the referrals you receive by helping your dance partner understand how to find you more customers like these! Were these customers in a certain kind of business or market? Were these customers in a specific position that you are targeting? Are there other specific companies that you are targeting that are similar to these?

Notes on Customers

- ✓ Where did they come from?
- ✓ What did you do for them?
- ✓ Are these average clients?

Make notes in the space below about your last 10 customers.

Francis is internal referral. And Alina and Ms Lee are external referral from BNI. I had effectively assist to rent out their unit in a short period of time.

Nick & Stanley are my ex-IT customer and colleague. I assist to transacted their property. Nick property was quite challenging and I'm happy I was able to transact successfully.

The rest are cold leads from my online property platform. Which I had successfully assist in helping them bbuy their favourite house and they are looking forward for a positive growth in their property.

Notes on Referrals

- ✓ Where did they come from?
- ✓ What did you do for them?
- ✓ Are these average clients?

Make notes in the space below about referrals.

People who can best pass me referral will be Wedding Planner, Insurance Agent, and Solemniser.

I am looking for people looking to buy their first property who can be in their age between 25 to 40 years old.

My customer are average income earner in Singapore.