

Business Start-up **Blueprint**™



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This Is A 9 Week Cohort

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Business Start-up Blueprint™

BEFORE YOU GET STARTED!



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Develop Business Start-up Checklists

- A very helpful practice to start when you are either starting a business or thinking of starting a business is an **Items Needed for Start-up** Checklist. Include items that may need to be purchased / acquired prior to launching the business and any costs associated with those items.
- As you work through each step of the process, make sure you **Document Actions / Tasks** that need to be completed, prior to actually launching your business. Some actions/tasks may be the same for every business, however, there will be plenty of unique things to be done based on the industry your business is in.
- If you are starting your business with partners, make sure you **Assign Responsibilities** to each partner or team member and document it.
 - This helps with accountability and ensures everyone knows what they must get accomplished
 - Provides a focal point for a particular task / action so others on the team know who to go to if their tasks / actions interact with another person on the team.
 - Try to assign responsibilities based on each team members' strengths.
- **Assign Due Dates and Prioritize** based on the most important or longest time to accomplish.

GET ORGANIZED

Business Start-up **Blueprint**™



What is the Business Start-up **Blueprint**™?

Definition of **blueprint** (Merriam-Webster Dictionary) – *something resembling a blueprint (as in serving as a model or providing guidance); especially: a detailed plan or program of action.*

The purpose of the Business Start-up **Blueprint**™ is to do for businesses the same thing that a blueprint does for anyone building something. It gives a detailed step-by-step plan or model for starting up a business.

There are **3 Major Phases** to this blueprint:

- **Concept Phase**
- **Development Phase**
- **Implementation Phase**

If a business is already up and running, it may want to ensure it has completed all of the necessary steps for having a sustainable business. Existing businesses will have to start their review at the Development Phase since the Concept Phase would be prior to actually setting up a full business.