



**CREATING YOUR SYSTEM**  
**STEP 1***Reflect & Brainstorm*

*Use the space below to reflect on the process you need to guide your clients through to help them.*

Make a list of all the things your clients need to discover, learn, release/overcome, do/accomplish, experience & take action on in order to start seeing a shift & results that get them closer to point B (where they want to be).

Include any key pieces of your Clarifying Your Shine Training & the Dream Shine-Mate Client Training along with your market research you'd think would be helpful here.

**CREATING YOUR SYSTEM**

**STEP 1**

*Reflect & Brainstorm*  
*Continued*

**Where are you taking your clients?**

**What do they need in order to get from point A (where they are now) closer to point B (where they want to be)?**

**What are all the things, topics, areas you are going to talk about, teach on, reference?**

**CREATING YOUR SYSTEM****STEP 2***Find Major Milestones*

Now, go back through the list you just created. Use space below to make notes about the major milestones/ steps/ stages/ phases that you clients need to go through. As mentioned in the training, group together similar points.

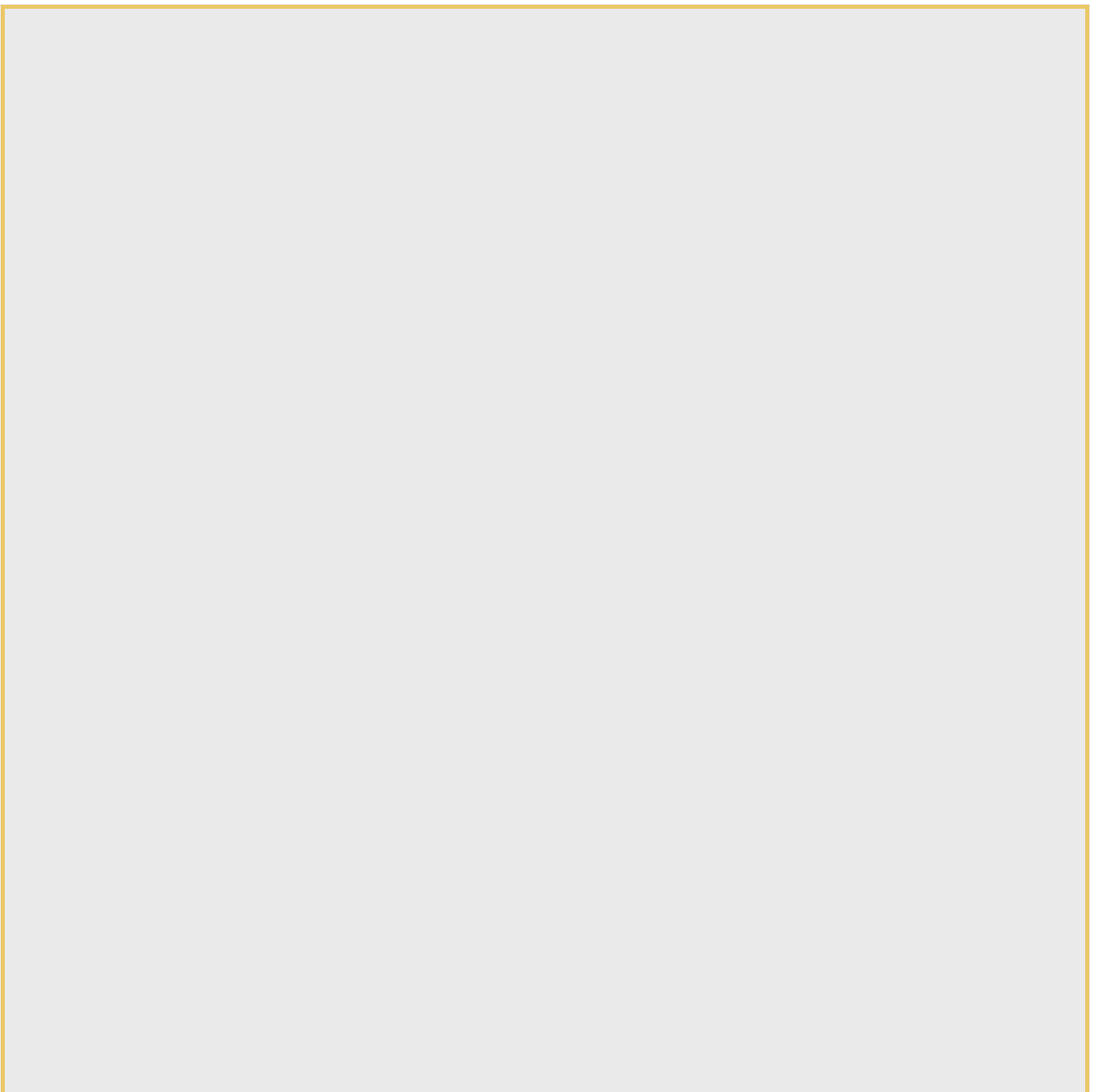
What are the steps/ stages/ buckets you use to get results with your clients? Think in stages/ steps. You may need to break some down into attainable steps.

**CREATING YOUR SYSTEM**

**STEP 3**

*Build Your Pillar Points*

**Now, for each milestone/ step/ bucket, reflect on what your client has to learn & take action on during that particular part of the process for it to be complete or complete enough to move on to the next phase.**



**CREATING YOUR SYSTEM****STEP 4***Build the Process!*

Use the space below to create your lesson plan. In step 3, you thought about the things your clients needs to learn/ do for each of the milestones/phases/pillars through your process. Now, brainstorm & outline what those exercises, techniques, strategies, whatever it is that you will be teaching at each of those stages. Remember, you'll learn more as you gain more clients.

**CREATING YOUR SYSTEM**  
**STEP 5**

*Put It All Together!*

*Use the space below to organize all of your ideas. You will see I've included space for up to 10 pillars/ buckets. (most people have 3-6, 10 max)*

**List your main Buckets/ Pillars below**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

**CREATING YOUR SYSTEM****STEP 5**

*Put It All Together!*  
*Continued 1*

Now use the space below to build out your pillars in details.

Name of Bucket/ Pillar 1		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

Name of Bucket/ Pillar 2		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		



**CREATING YOUR SYSTEM****STEP 5**

*Put It All Together!*  
*Continued 2*

Now use the space below to build out your pillars in details.

Name of Bucket/ Pillar 3		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

Name of Bucket/ Pillar 4		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

## CREATING YOUR SYSTEM

### STEP 5

*Put It All Together!*  
*Continued 3*

Now use the space below to build out your pillars in details.

Name of Bucket/ Pillar 5		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

Name of Bucket/ Pillar 6		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

**CREATING YOUR SYSTEM****STEP 5**

*Put It All Together!*  
*Continued 4*

Now use the space below to build out your pillars in details.

Name of Bucket/ Pillar 7		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

Name of Bucket/ Pillar 8		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

**CREATING YOUR SYSTEM****STEP 5**

*Put It All Together!*  
*Continued 5*

Now use the space below to build out your pillars in details.

Name of Bucket/ Pillar 9		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

Name of Bucket/ Pillar 10		
Key Phases/ Stages/ Milestones aka Pillar Points of this Pillar		
Key Goals/ Action Needed for this Pillar		
Key Tools, Resources, Exercises, etc. for this Pillar		
Additional Notes Space		

**QUESTIONS**  
*from This Module*

Use the space below to keep track & organize the questions you have about your work in this module. Details about the bi-weekly Expert Incubator Q & A Live Call are in a document in or near the welcome video message.

## ACTION STEPS

# from This Module

### Don't Forget To Do The Following...

- Create the buckets of what you teach on/ talk about
- Develop your steps/ phases/ stages aka pillar points of the transformation you provide. Again, these funnel back into your buckets/pillars.
- You should now have an outline of the transformation you provide. Note, as you work with more clients, you will continue to enhance this. But this will be the foundation.

## See you in the next module love!

PS, Do you feel like you have advanced in your expert business & would like to discuss higher levels of support & strategy, I would be happy to chat. Simply go to [bit.ly/freecallwithkierra](https://bit.ly/freecallwithkierra), complete the application (be sure to state that you are in The Expert Incubator since you get priority (my team or I will be in touch)).

Love, Shine & Success

*Kierra Jones*

The Shine Strategist™

