**Monthly Action Plan Template**

***(these are just examples of tasks that you can do each month and how to organize them)***

**To improve my Cash Flow this month, I will:**

Make $x

Spend $x

Follow up on overdue invoices

**To improve my Tools this month, I will:**

Download YouTube/Vimeo videos of my most recent VO work, add to online portfolios

But new business cards

Upgrade my DAW

**To improve my Technique this month, I will:**

Copy Practice

Improv Exercises

Explore a new genre

Take a class

**To improve my Marketing this month, I will:**

Post on x social media platforms x/week

Send x cold emails

Write my blog

Send out newsletters

Audition 10-15 times/per week

**To improve my Health this month, I will:**

Lose x pounds

Do x exercises

Take a Mental Health Day