

Quick-Start Business Planning Guide

Vision:

What are we trying to accomplish?

Purpose:

If your business plan were to have the impact you want it to have, what will that look like? Describe it:

Objectives:

What are the quantifiable outcomes of your plan and the desired timeframe? List them:

Stakeholders:

Who will benefit or be affected by the success or failure of your plan? List them:

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Strategies:

How will you achieve your defined objectives/outcomes?

Action Plans:

Make a list of the specific tasks you need to complete, along with dates for completion.