

# DIY Life Coaching Business Tech Program



## Week 1 - Website

Eventually you will need a website. So starting to plan it early is key.

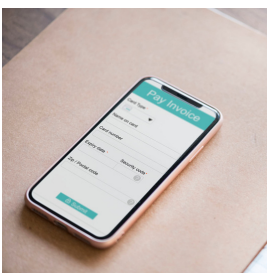
We go over the two main platforms out there and work on what should be on your website as a bare minimum.



## Week 2 – Appointment settings

It's time to enable your leads & potential clients to book time in with you.

We will cover two options out there, how to set them up & how to share this appointment booking link.



## Week 3 - Invoicing & Payment

Once you have turned your lead into a client, you need to receive payment for your coaching services.

This week is all about the different options available, how to set them up & share with your clients.



## Week 4 – Virtual Meeting Space

Now that you have your client & received payment the next step is to start your coaching. Or maybe you offer a free discovery session. For both you need a way to connect with the person, preferably face to face.

We cover a couple of options, how to set them up & share the link/screen.



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## Week 5 - Online File Sharing & Storage / Passwords

This week is all about how to store and share documents with your clients (and team if you are working towards that) as well as how to look after your passwords.

You will choose the best option for your business and I also share some ideas what you can set up document-wise (for your coaching work).



## Week 6 - Email Service Provider

To create newsletters, email updates and automations you need an email service provider.

I'll show you how you can get started for free using Mailchimp and grow your email list.



## Week 7 - Design, Video & Questionnaires

This week we are getting creative!

It is time to talk about some tools that can help you with creating branded items (videos/images) and also getting information from your leads/clients.



## Week 8 - Social Media Scheduler

You can't be on social media 24/7. So scheduling in a certain amount of posts is really helpful to gain traction and consistency.

This week I put a few suggestions to you so you can make a decision what to use, set it up & start schedule in some posts.