
Bi-Weekly Sales One-on-One

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This bi-weekly 1:1 sales agenda ensures that a direct report is clear on what will be covered and how to prepare.

- Icebreaker: pick a question from Hypercontext's suggestions and discuss**

Summary:

Next Steps:

RETRO ON THE LAST 2 WEEKS

- What were the deliverables from last week and did you achieve them?**

Summary:

Next Steps:

- For what we said `yes` to: what were the best practices you used?**

Summary:

Next Steps:

- For what we said `no` to: what were your biggest blockers and what solutions have you thought about?**

Summary:

Next Steps:

- What can I unblock for you?**

Summary:

Next Steps:

LOOKING AHEAD

- Look at the dashboard: pipelines and metrics discussion**

Summary:

Next Steps:

- Important updates (managerial + company and how they affect you)**

Summary:

Next Steps:

Want meeting notes like this with no extra work?

With Hypercontext by Spinach, every meeting has a shared

PROFESSIONAL DEVELOPMENT

What have you done for your professional development? How can I help?

Summary:

Next Steps:

How are you honing your craft? What's working? What's not?

Summary:

Next Steps:
