

Super Checklist Continued	1st Class	2nd Class	3rd Class	4th Class	5th Class	6th Class	7th Class	8th Class	9th Class	10th Class
12. At the class did I mention a follow up facial: a. At the opening? b. After they looked into the mirror? c. During cleansing discussion? d. After the face race? e. When you talk about the Customize Color Look at their follow up appointment?										
13. Did I do surveys' and hand them into my director? Did I do the name game?										
14. Did I do the table close completely? Did I do a strong one-on-one closing, including asking for each persons order at the table or in another room?										
15. Did I smile throughout the skin care class presentation have fun and really care about how each woman liked and felt?										
16. After resting did I take time for reflective thinking about the appointment? Did I reflect on what I liked about my presentation and what I would like to improve? Did I call my Director to discuss or get coaching and suggestions?										
17. Did I follow up with every guest two days later? Did I schedule a follow up facial for each person who bought the basic? Did I turn that facial into a class to be held within the next two weeks? Did I check opinion polls for any item not completed?										
18. Did I choose at least one person from the class to share the Mary Kay opportunity with? Did I set a definite time to see her again, perhaps as my guest at my next pampering session/career development night? Did I tell my Director about her?										
19. Did I add to my weekly accomplishment sheet? Did I add her to my preferred Customer list in intouch? Did I add her to my Birthday club? Did I send a Thank You card?										

Notes: