# Maximum One Mentoring Program

## Mentee: _____

### Mentee Checklist

- ☐ Go Over Mentor Agreement
- ☐ Go Over Mentoring Procedures
- ☐ Set Program Expectations
- ☐ Availability Schedule
- ☐ Onboarding Emails
- ☐ Order Business Cards
- ☐ Order Name Tag(s)
- ☐ Wire Fraud Disclosure on Email Signature
- ☐ Attend Orientation & PPLTraining
- ☐ Announcement Letter
- ☐ Buyer Consultation/Presentation
- ☐ Listing Presentation
- ☐ Business Plan
- ☐ Goal Setting
- ☐ Set up FREE MX1 App
- ☐ Update GAMLS Website
- ☐ Read Orientation Manual
- ☐ Read Policy & Procedure Manual
- ☐ Reference Section of Paperless Pipeline
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- ☐
- ☐

- ☐ Work on Objection Handling
- ☐ Train for AOD & Schedule 1 Session Minimum
- ☐ Get Familiar with Vulcan 7, Spokeo
- ☐ Get Comfortable with BombBomb
- ☐ VoicePad Training
- ☐ Choose CRM & Train (Chime)
- ☐ Set-up Your Website
- ☐ Take Law CE Class
- ☐ Take Ethics CE Class (Req'd for Realtor)
- ☐ Log-on to GSCCCA.org
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