

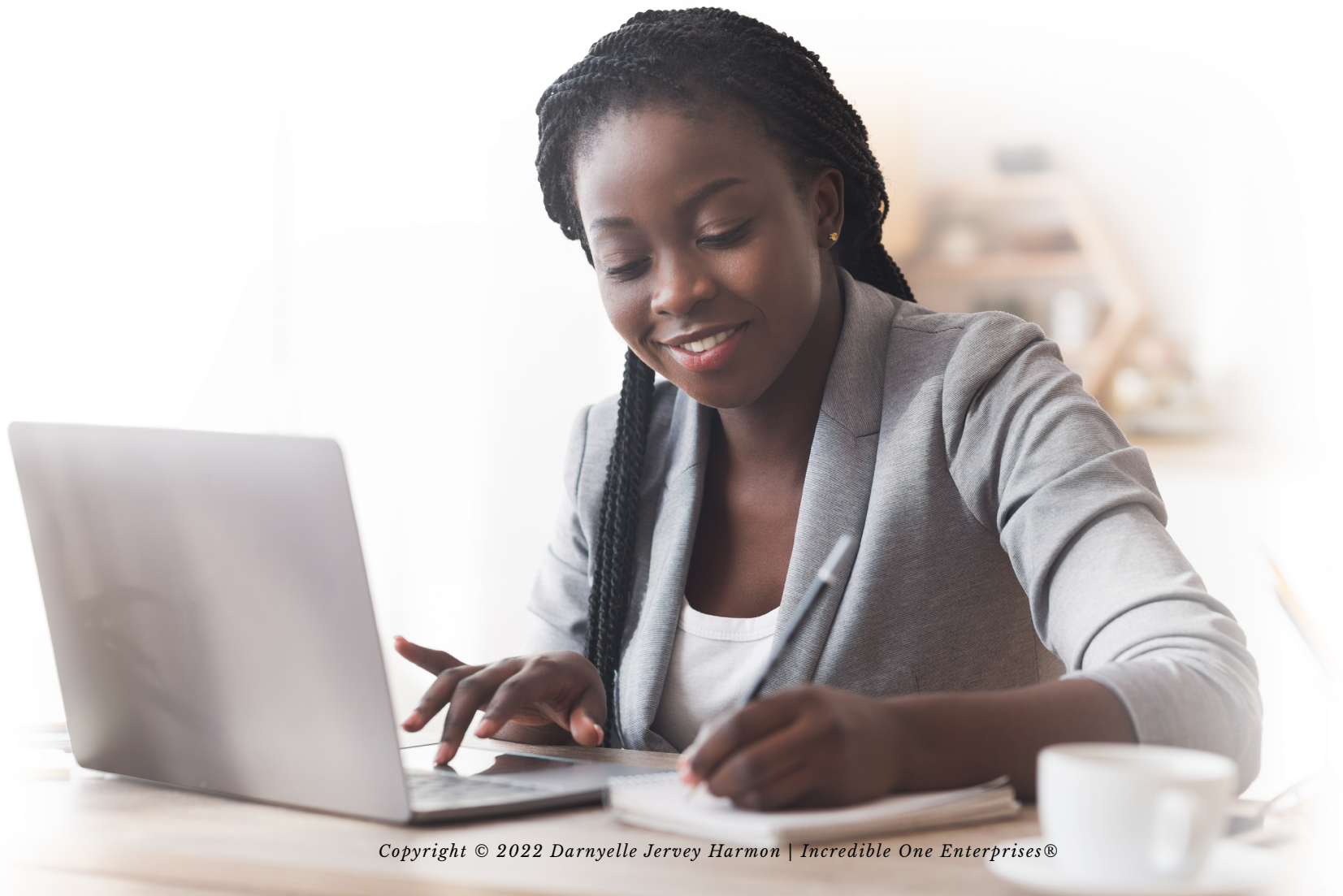


MOVE *to* MILLIONS®

END OF THE YEAR *checklist*

As the CEO of a company preparing and nearing the million-dollar mark, it is essential that you are on top of every key area and function of your company (even if you have an operations manager.) As the end of each year approaches, my recommendation is that you leverage this checklist to finalize the current year and prepare for the new one that is coming. Ideally, begin working through this checklist late quarter 3/ early quarter 4 so that you have enough time to get everything done and set your business up for your best year yet.

HAVING THE RIGHT SYSTEMS AND PROCESSES IN PLACE IN YOUR BUSINESS WILL REDUCE YOUR EFFORT, MAXIMIZE YOUR INCOME, & INCREASE YOUR OVERALL IMPACT.



A hand holding a lit sparkler against a dark night sky filled with falling sparks.

here's to your
BEST YEAR YET

AS YOU MOVE TO MILLIONS!



MEET *angela*

“I TRIPLED MY BUSINESS AGAIN IN ONE YEAR WORKING WITH DARNYELLE AND HER TEAM”

“A big part of the reason I have been working with Darnyelle for more than a decade is because every year my business grows. In our first year, I replaced my corporate salary in months and each year I’ve seen consistent growth.

Last year, I tripled my ¼ business, crossed \$750,000 and am firmly set on making the move to millions this year. I believe that you shouldn’t unplug from what is working and working with Darnyelle and the team works. If you are ready to move your business to millions, stop playing and hire Darnyelle and team.”

Dr. Angela Grayson,
CEO & Therapist



MTM® END OF YEAR CHECKLIST

- ☐ SWOT analysis on current years operations, programs, systems, team, etc
- ☐ Meet with CPA
- ☐ Meet with tax strategist to discuss current year final tax strategies and prepare tax strategy for new year
- ☐ Meet with small business attorney to review contracts, agreements, business valuation, core processes and ensure compliance
- ☐ Finalize New Year budget
- ☐ Review org chart to determine critical roles/vendors for New Year
- ☐ Finalize New Year strategic plan by quarter
- ☐ Enact Q1 campaigns and plans
- ☐ Review/update ops manuals and SOPs for each function
- ☐ Review/update company operating agreement
- ☐ Review past due clients and collections and assign to attorney or collections agency to end the year with all past due accounts moving to the next stage
- ☐ Review/update offer suite
- ☐ Review/update messaging suite
- ☐ Review/update business success formula
- ☐ Review lead magnets
- ☐ Review nurture + convert sequences
- ☐ Audit sales process and refine
- ☐ Review /update websites for cohesion, brand focus and functionality
- ☐ Finalize content calendar
- ☐ Finalize marketing calendar
- ☐ Map key dates on company calendar (online and big in office)
- ☐ Preplan vacation and self care for at least Q1 of the new year
- ☐ Create spreadsheets, folders and tracking documents for the New Year for each area of the business
- ☐ Create New Year focus statement
- ☐ Hold Year end meeting with team

MEET *Althea*

“I AM A MILLION DOLLAR CEO THANKS TO DARNYELLE AND TEAM INCREDIBLE ONE”

“Before working with Darnyelle, I was doing well in my business, but Darnyelle has shifted me into a CEO. I’ve built my team, created clear systems and positioned the business to run without me. In fact, last year, I needed to step away from the business for more than a month and we had our best month and quarter ever and crossed the million-dollar mark for the first time. In one year of working with Team Incredible One, we quadrupled our business. Run, don’t walk to apply to work with Darnyelle. This community will change your life.”

Althea Hearst,
CEO of Hearst Home Team



about darnyelle

AND HER INCREDIBLE ONE TEAM



Dr. Darnyelle Jervey Harmon is the CEO of Incredible One Enterprises, LLC, a multi-million-dollar coaching and consulting brand. Best known for transforming the lives of her business coaching clients, Darnyelle equips her clients to leverage and scale businesses that serve them financially and spiritually. From mindset to messaging, marketing, sales, systems and scale, Darnyelle can take you from six figures to seven figures in record time all while deepening your connection to God and strengthening your faith.

Darnyelle is an award-winning CEO, speaker, consultant and strategist whose work has been featured in Essence, Success, Black Enterprise and O Magazines. She is a best-selling author with 8 books to her credit, including the book she was born to write, *Move to Millions® The Proven Framework to Become a Million-Dollar CEO with Grace & Ease Instead of Hustle & Grind*. In 2012, she was named Coach of the Year by Stiletto Woman Media, and in 2013, she was recognized as a Small Business Champion by Small Business Trends. In 2018, she was awarded the Women Presidents Organization's Women of Color Excellence Award and she joined the \$1MM class of Enterprising Women of the Year. In 2019, Darnyelle was named the Black CEO of the Year and was a finalist for the eWomen Network Made It to a Million Award. In 2021, she was awarded with an honorary doctorate in entrepreneurship. In 2022, she joined the inaugural class of the Success 125 and is a two-time Inc. 5000 fastest-growing company in 2022 and 2023, placing in the top 25% and #2 in her state of Delaware.

Darnyelle has a Bachelor of Arts degree from the University of Delaware, a Masters of Business Administration from Goldey Beacom College, a Kolbe Specialist Certification from the Kolbe Corporation, an Executive Coaching Certification from the Center for Executive Coaching and a prophetic anointing from God.

The Incredible One Coaching Team is committed to helping clients eradicate small business poverty, create a wealth legacy and scale a company that serves them financially and spiritually. With coaches and consultants that cover every area of business, there is no coaching program more comprehensive on the market.



MEET *Terdawn*

“DARNYELLE IS A BEAST!”

“I can ask her a question and she will map an entire strategy out in minutes. With her help, I’ve grown my business to the million-dollar mark in just one year after putting off hiring her for YEARS. Don’t make the mistake I made, take advantage of the opportunity before you and apply today.”

Terdawn Deboe,
Brand Strategist

**READY TO ADD YOUR SUCCESS
STORY TO OUR LIST?**

apply today!

www.partnerwithdarnyelle.com



INCREDIBLE
one
enterprises®