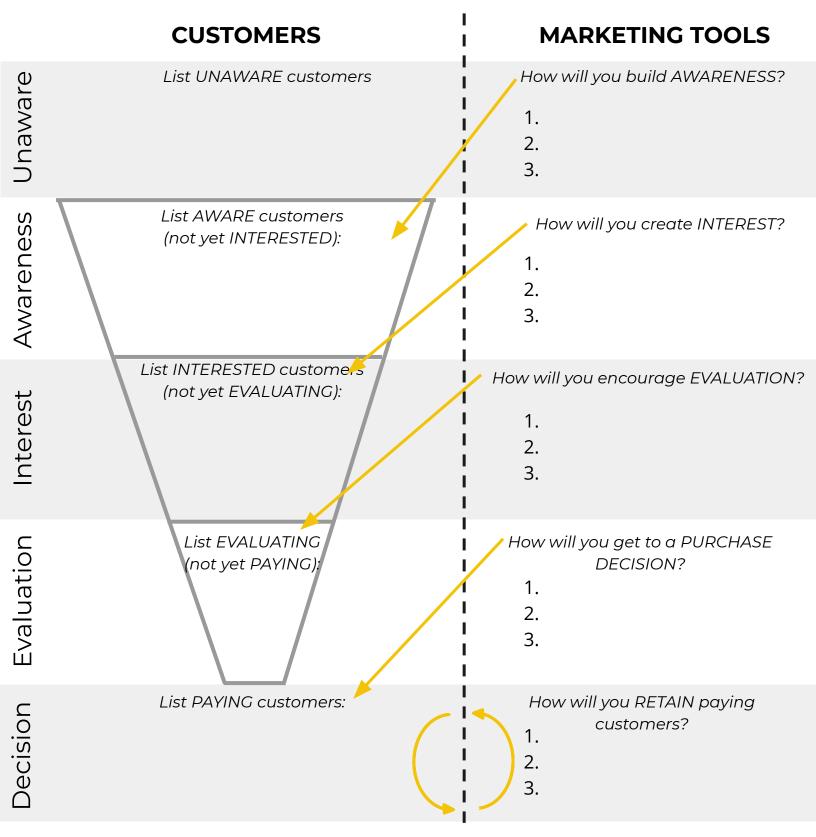
# NEXT STEPS GUIDE



# **NEXT STEPS** GUIDE

## SELL: GET CUSTOMERS AND CLOSE SALES

#### **FUNNEL STATUS**

Outside of your sales funnel are potential customers who are **unaware** of your solution.

**Awareness** is when a customer comes to know of your solution.

**Interest i**s when a customer is considering purchasing your solution.

**Evaluation** is when a customer tries to find out if your solution is the right fit for their needs.

**Decision** is when a customer purchases your solution.

#### HOW TO CONVERT

- Be visible
  - Show up in search results
  - Meet customers where they're at
  - Consistent brand look & feel
- Be helpful
  - Communicate value proposition
  - Serve as a memorable resource
- Be present
  - Become part of their routine
  - Appear at the time of need
- Be instructive
  - Explain exactly how you'll help
  - Provide a preview of solution and/or expertise
- Be convincing
  - Highlight your differentiator
  - Showcase others' success
  - Leverage proof and evidence
- Be personal
  - Make a personal connection
  - Tailor messaging to their needs
- Be safe & easy (low risk)
  - Risk-free purchase process
  - Quick, seamless purchasing
- Be essential/irreplaceable
  - Get customers to "try on" the solution
- Be delightful!
  - Make your customer smile BIG!
  - Provide immediate gratification
- Be generous
  - Provide incentives to return
  - Give priority access & perks
  - Prioritize long-term relationship
- Be an essential part of their life
  - Suggest additional solutions
  - Lower the transaction barrier
  - Create too much value to leave

Jnaware

AWARENESS: Suggested Marketing Tools					
Tool or Technique	Resources				
Create a brand identity	<ul> <li><u>Canva</u>: free graphic design tool</li> <li><u>Unsplash</u>: free high res photos</li> <li><u>3-Hour Brand Sprint</u>: self-guided branding workshop</li> </ul>				
Company website	<ul> <li>Weebly: free website builder</li> <li>Wix: free website builder</li> <li>Shopify: e-commerce store free trial</li> <li>Google Analytics: track site visits</li> <li>heatmap.com: free site analyzer</li> </ul>				
Social media presence	<ul> <li><u>Hootsuite</u>: social media scheduler</li> <li><u>Buffer</u>: social media scheduler</li> <li>CoSchedule's <u>Headline Analyzer</u></li> <li><u>Bit.ly</u>: free link tracker</li> </ul>				
Show up in search results by creating searchable content that leverages popular keywords	<ul> <li>Wordstream's <u>Keyword Analyzer</u></li> <li><u>Keyword Tool</u> for Google Search</li> <li><u>How to Leverage Blogs for Search</u></li> </ul>				
Make guest appearances on other brands' blogs and podcasts; be quoted or featured in press releases	<ul> <li><u>HelpAReporter</u>: get quoted in press</li> <li><u>How to Get Featured</u> advice article</li> <li><u>Anchor.fm</u>: free podcasting tool</li> <li><u>Guide for Writing a Good Blog</u> <u>Post</u></li> </ul>				

INTEREST: Suggested Marketing Tools				
Tool or Technique	Resources			
Send email marketing like regular newsletters or promotional emails to a targeted list		<u>MailChimp</u> : build/send free emails <u>Hubspot</u> : build/send free emails <u>Hubspot CRM</u> : customer relationship manager for organizing <u>MailMerge</u> : easily send and track personalized email through Gmail		
Create free, useful content like tools or resources that your target market will enjoy		<u>Visual.ly</u> : free infographic creator <u>CoSchedule</u> : free content planner with lots of helpful, free blog posts <u>YouTube</u> : upload & share free videos <u>BuzzSumo</u> : free content analytics		
Lead webinars to showcase your expertise and solution in action		<u>YouTube Live Stream</u> : free streaming <u>SplashThat</u> : free event registration		
Create short a explainer video for your website, social media account, or email campaign		<u>Powtoon</u> : explainer video creator tool with free trial <u>Renderforest</u> : free video creator		
Share customer case studies and success stories that prove your solution works		<u>Guide for Creating Case Studies</u> <u>25 Case Study Examples</u> <u>Free Case Study Template</u>		

EVALUATION: Suggested Marketing Tools					
Tool or Technique	Resources				
Competitive comparisons	<ul> <li>Competitive comparison <u>examples</u></li> <li>Free class: <u>Competitive</u> <u>Advantage</u></li> </ul>				
Testimonials and reviews	<ul> <li>Yelp: free online review platform</li> <li><u>The Brand Grader</u>: free online reputation assessment</li> <li><u>How to Get More Customer Reviews</u></li> <li>Testimonial Request <u>Template</u></li> </ul>				
Demonstrations	<ul> <li><u>Google Hangouts</u>: free video conferencing with screen sharing</li> <li><u>Quicktime</u>: free video recording + screen recording capabilities</li> <li><u>Google Slides</u>: free presentation software with template designs</li> <li><u>FilmoraGo</u>: free video editing app</li> </ul>				
Scheduling 1:1 conversations	<ul> <li><u>Calendly</u>: free appointment scheduler</li> <li>Use <u>WhatsApp for Conference</u> <u>Calls</u> up to 8 people</li> <li><u>Google Calendar</u>: free calendar tool with integrated video calling</li> </ul>				

DECISION: Suggested Marketing Tools					
Tool or Technique	Resources				
A good eCommerce experience	<ul> <li>List of <u>Free eCommerce Builders</u></li> <li><u>WooCommerce</u>: free eCommerce add-on for Wordpress sites</li> <li><u>drip.com</u>: follow up with customers who are close to a purchase decision, free trial</li> <li><u>Responsinator</u>: test the appearance of your store on different devices</li> <li><u>Conversific</u>: free analytics tool for Shopify that optimizes conversion</li> </ul>				
Free trial or guarantee	<ul> <li><u>Free Trial &amp; Freemium Pricing</u> <u>Considerations</u> from databox.com</li> <li><u>7 Types of Satisfaction</u> <u>Guarantees</u></li> <li><u>Free Trial Strategy</u> from optinmoster</li> </ul>				
Promotional code or discount	<ul> <li><u>Promotion Code Basics</u> from bigcommerce</li> <li><u>eCommerce Promotion Strategy</u> from CoreDNA</li> </ul>				
A quick and easy delivery method for your solution (keep in mind shipping cost and estimated arrival)	<ul> <li><u>AfterShip</u>: free delivery estimates &amp; updates</li> <li><u>OpenBoxes</u>: free shipping platform</li> <li><u>Freightos</u>: free shipping calculator</li> </ul>				

<b>RETENTION: Suggested Marketing Tools</b>					
Tool or Technique	Resources				
Outstanding customer service	<ul> <li>ZenDesk: free online ticketing system</li> <li><u>Pure Chat</u>: live chat, free version</li> <li><u>50 Customer Service Email</u> <u>Templates</u> from Hubspot</li> </ul>				
Collect customer feedback	<ul> <li><u>SurveyMonkey</u>: free survey tool</li> <li><u>Google Forms</u>: free feedback forms</li> <li><u>Yelp</u>: free online review platform</li> </ul>				
Loyalty programs and discounts	<ul> <li>How to Create a Loyalty Program</li> <li>Square Loyalty Program: free trial</li> <li>Venngage Free Coupon Maker</li> <li>How to Use Discounts &amp; Sales</li> </ul>				
Upsell customers into "bundles" of multiple products; share trials of new solutions that they might like	<ul> <li><u>How to Use Product Bundling</u> from BoldCommerce</li> <li><u>PixIr</u>: free product photo editing tool</li> <li><u>Personalized Recommendations</u>: free plug-in for Shopify platform</li> </ul>				
Create customer accounts or profiles to make shopping easier	<ul> <li><u>Customer Accounts vs Guest</u> <u>Check-Out</u>: from bigcommerce</li> <li><u>SnipCart</u>: inexpensive shopping cart for any site with customer accounts</li> </ul>				

*Next Steps, Part 1* Establish at least one marketing tool for each stage of your sales funnel (from page 1) and start using it with customers.

Start with free tools (pages 3-7) and get them to a **usable point** (not a perfect point).

AWARENESS tool you will use:

- Cost:
- Date it will be usable:

**INTEREST** tool you will use:

- Cost:
- Date it will be usable:

**EVALUATION** tool you will use:

- Cost:
- Date it will be usable:

**DECISION** tool you will use:

- Cost:
- Date it will be usable:

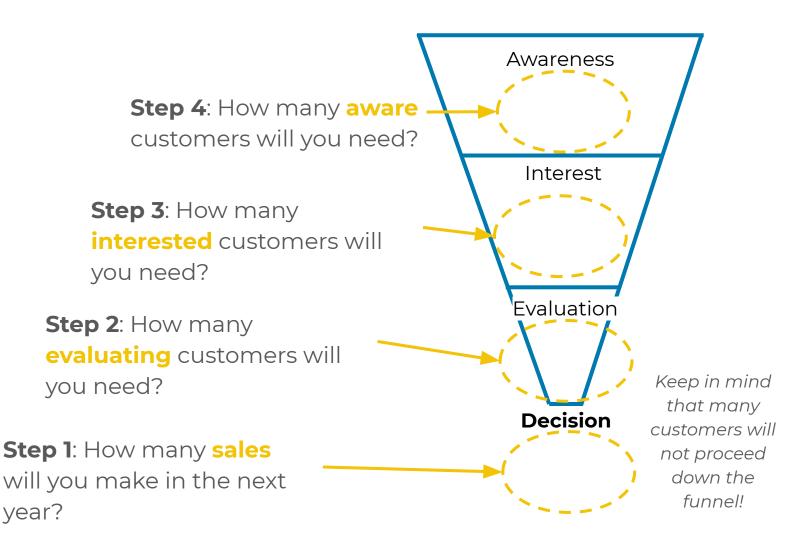
**RETENTION** tool you will use:

- Cost:
- Date it will be usable:

#### Next Steps, Part 2 Create a 12 month sales goal

by identifying the number of sales you want to make in the next year.

Starting at the bottom of your funnel, work backwards to **hypothesize the number of customers you will need in each section of the funnel** to reach your final sales goal.



#### Next Steps, Part 3 Create a funnel conversion tracker

to measure the conversion rate for each marketing tool and at each stage of the funnel.

For example: a tea shop that has **50** followers on social media (**aware**) were able to convert **80%** of their followers, **40** people, to opt-in to their monthly newsletter (**interest**). In the last newsletter, **50%** of recipients, **20** people, clicked a promotional link to visit their online tea store (**evaluation**). Then, **25%** of those who clicked the promotion, **5** people, made a purchase **decision** and bought the tea. **Of the 50 people who were initially aware, 5 people eventually purchased.** 

STAGE	DATA	EXAMPLE	WEEK 1	WEEK 2	WEEK 3
Awareness	# of Aware	50			
Interest	% Conversion of Aware to Interested	<b>80</b> %			
	# of Interested	40			
Evaluation	% Conversion of Interested to Evaluating	<b>50</b> %			
	# of Evaluating	20			
Decision	% Conversion of Evaluating to Paid	<b>25</b> %			
	# of Paid	5			