

Year 2: Packages, Sales and Consultations

Assignment 2

Instructions:

1. Please complete each of the following below
 2. Once you have completed each point below, please email us to let us know you are ready to move onto the next lesson
 3. Email: admin@chekacademy.com
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1. Download the Pre-Qualifying Consultation example document
 2. Complete the personal sections in the document
 3. Practice the 'script' in your own words
 4. Learn the main routes to your facility and produce a document to refer to whilst on the phone
 5. Draft a template email to send for confirming the consultation
 6. Where will you hold your consultation
 7. What are any issues with this venue
 8. How can you resolve any issues with this venue