

HIGHEST & BEST

**WHAT'S YOUR
CURRENT HOURLY
RATE?***

Easy calculation: take your current yearly salary, let's say \$100k, and divide it by 2 to get your hourly rate = \$50/hour!

**WHAT'S YOUR
DESIRED HOURLY
RATE?***

Easy calculation: take your desired yearly salary, let's say \$200k and divide it by 2 to get your hourly rate = \$100/hour!

**IS THE TASK YOU'RE
DOING RIGHT
NOW YOUR
HIGHEST & BEST
CONTRIBUTION?**

YES / NO

**WHAT TASKS ARE YOU CURRENTLY
DOING THAT YOU COULD OUTSOURCE
FOR LESS THAN YOUR HOURLY RATE?**

**IF YOU CIRCLED "NO," YOUR TASK IS
TO CREATE A PLAN FOR HOW YOU WILL
DO THAT THING FOR THE LAST TIME!
WHAT WILL YOU DO? BE SPECIFIC!**
