




✓	TO DO	Details and Dates
	<p>PREPARE TO TRAVEL</p> <ul style="list-style-type: none"> Click appropriate Meeting Icon on the HUB Home Page Register Book Hotel Room Make flight reservation <p>To find quarterly meeting info click HERE</p>	<p><i>Q2 Hotel cutoff: 16 APRIL Q2 Registration cutoff: 23 APRIL</i></p> <p><i>Q3 Hotel cutoff: TBA Q3 Registration cutoff: July 30</i></p> <p><i>Q4 Hotel cutoff: 18 OCT Q4 Registration cutoff: 22 OCT</i></p>
	<p>COMPLETE APPLICABLE 4 PLANS</p> <ul style="list-style-type: none"> Q1 - Click here to complete your Leadership Plan Q2 - Click here to complete your Business Legacy Plan Q3 - Click here for Life Plan Q4 - Click here for Business Plan <p>Draft Plans (as directed by facilitator)</p>	<p><i>Save 4 Plans to your group's principals' folder on Anchor. Click here & choose "Anchor Login" at top right of screen.</i></p> 
	<p>ENTER SLI DATA</p> <ul style="list-style-type: none"> Click here for your SLI data entry 	<p><i>Data entry window: 5th – 15th of month prior to meeting</i> <i>Sign in using your assigned credentials</i></p>
	<p>FILL OUT INITIAL MPD PORTIONS</p> <p>Sign in and create your MPD</p> <ul style="list-style-type: none"> Send scorecard links to your spouse/family (1) Send scorecard links to employee/manager (Up to 5) Complete all but SLI data entry section 	<p><i>Click here & choose "MPD Login" at top right of screen)</i></p> 
	<p>SLI BOOKS ARRIVE IN YOUR INBOX</p> <ul style="list-style-type: none"> Review your financial performance — and your peers. Make notes of any questions you would like to ask at the meeting. 	<p><i>On or near the 25th of the month prior to the meeting</i></p>
	<p>COMPLETE MPD</p> <ul style="list-style-type: none"> Finish filling out SLI data entry section Create PDF and upload to your principal's folder on Anchor 	<p><i>Click here & choose "Anchor Login" at top right of screen.</i></p> 
	<p>REVIEW OTHER MEMBERS' MPDs</p>	<p><i>Be prepared for the meeting.</i></p>
	<p>PREPARE GROUP SPECIFIC ASSIGNMENTS</p> <ul style="list-style-type: none"> Complete any other preparation specific to your peer group 	