

# 7 Strategies to Grow Business | Business Automation | Dr Vivek Bindra

1. PPT for Repeatable Business Model
  - People should be Process & Technology Oriented
  - Process should be Accurate, Consistent & Efficient.
  - Technology for Speed & Scale
2. RBG Dashboard
  - **Red- Below performance( Very Critical ) - Daily Meeting**
  - **Blue- Partially Controlled- Meeting in 3 days**
  - **Green- Fully Controlled - Meeting in 7 days**
3. CGP Safety Trinity
  - Cash ↑ Growth ↑ Profit ↓ = **Failure**
  - Growth ↑ Profit ↑ Cash ↓ = **Failure**
  - Profit ↑ Cash ↑ Growth ↓ = **Failure**
  - Control your **CGP** by analysing data of current month, Last Quarter & Year Till Date
4. Productivity Tracker (Software Based)
  - Performance Appraisal
  - Productivity Efficiency
  - Unlock Your Time
  - Resource Planning
  - Monitor Performance
  - Project Management
  - Real Time Monitoring
  - Monitoring of Violation
  - <https://www.timecamp.com/>
  - <https://toggl.com/>
  - <https://trello.com/en>
5. Main Thing V/S Multiple Things
  - Main Thing(Takes Less Time):
    - **Activity → Focused Action → Finish**
    - Things to do List Should be completed in first Half
    - Helps in improvement

- Multiple thing (Takes too Much Time):
  - **Activity → Break → New Orientation → Reorientation**
  - Things to do List Should be completed in Second Half
  - Helps in Maintenance
- Check Improvement Cycle: What went well? What went wrong? What could be improved?
- 6. Restructuring the Business Model
  - Immediate Cash?
  - Regular Cash?
  - Sustained Cash?
  - Increasing Cash Flow?
  - Personal Time?
  - All 5 above questions should be answered in **"YES"** if not **"Learn"**
- 7. CEO's Office in the Absence of CEO- Benefits
  - Better Time Management
  - Meeting Prioritisation
  - Ignore Unproductive Meeting
  - Meeting Schedule Notifications
  - Focus on Growth
  - PA (Personal Assistance)- Small Business
    - Timetable
    - Activities
    - Appointment
    - Travel
    - Client Files
    - Emails
    - Phone Calls
    - Front Desk Management
  - EA (Executive Assistance)- Medium Size Business
    - MBA Finance/CA
    - Create Dashboard
    - Office Ambassador

- Decision Making
- MIS Reports
- Excel Sheet
- Department Reviews
- Project Management
- Chief of Staff- Large Size Business
  - Works with Department Head
  - Give Bird's Eye View | Helicopter View
  - Connects Different Department
  - Your Right Hand Man
  - Trusted Advisor
  - Analyst
  - Decision- Framer
  - Project Manager
  - Change Agent
  - Acts as Coach
  - Decides Strategic Priorities
  - Acts as Gatekeeper
  - Manages Department Leader's time
  - Strategic Planning & Alignment
  - Engages Investors

#### Golden Statements:

- हमारी ही करनी हमें ही दिखता है, समय का चक्र जब घूम कर वापस आता है
- To win the marketplace, you must first unlock your time from the workplace
- वो लोग जीवन में कुछ कर नहीं पाते, जो कुछ करने से पहले ही डर जाते
- एक लक्ष्य आपका, कि लक्ष्य से निगाह न हटे, बढ़ते रहे आगे, चाहे मुश्किलें हज़ार आ डटें
- Passive Income is must, Because you may retire but your money will never retire.