



FREE 10-DAY

BUSINESS PERFORMANCE CHALLENGE

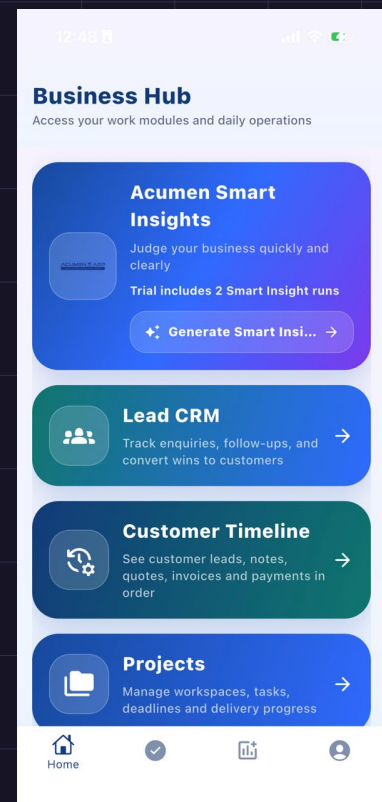
How Efficient Is Your Business - Really?

Spend just 15 minutes a day for 10 days to uncover missed leads, forgotten follow-ups, delayed projects, productivity gaps and money stuck in collections.

YOUR 10-DAY PROMISE

See your business more clearly.

Find the leaks. Prioritize the fixes. Build a stronger operating rhythm.



15 MINUTES / DAY

ACTION-FIRST

Developed by Rivaan Indian Pacific Private Limited

DAY 0

Before You Start: Build Your Baseline

This challenge is not about adding more work. It is about seeing where your business is leaking time, money and attention.

Score yourself today

0-10

Lead follow-up

0-10

Project control

0-10

Team clarity

0-10

Collections

Write down three numbers before Day 1:

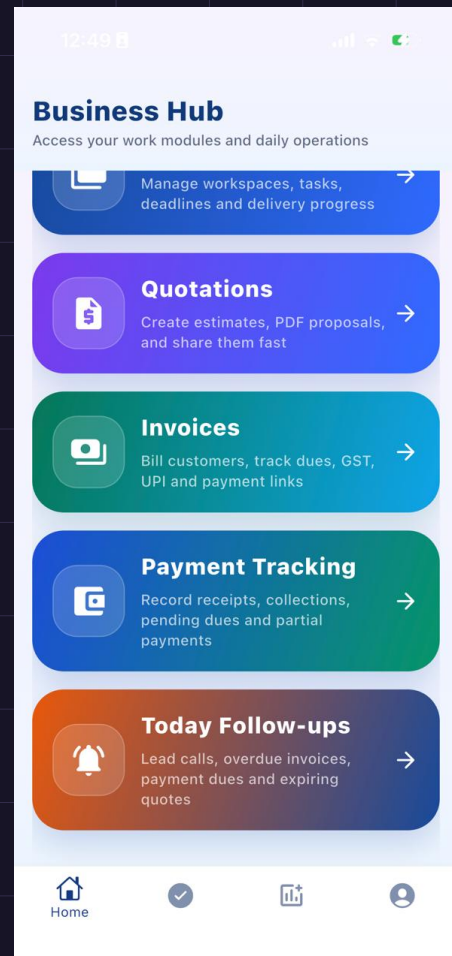
1) leads currently open 2) overdue money 3) projects/tasks currently delayed

THE RULE

**15 minutes. One focus.
One action.**

Do not try to fix everything at once. Each day, identify one important gap and take one practical action.

By Day 10 you should have a clearer picture of your sales, delivery, team and cash-flow execution.



Stop Losing Opportunities

Your first two days focus on the front of the business: leads and follow-ups.

DAY 1 | FIND LOST LEADS

- ✓ List every open lead from WhatsApp, Instagram, website, referrals, walk-ins and calls.
- ✓ Mark each lead: New, Contacted, Interested, Quotation Sent, Won or Lost.
- ✓ Identify leads with no next action or no owner.
- ✓ Action: contact the 3 highest-potential neglected leads today.

DAY 2 | FIX FOLLOW-UPS

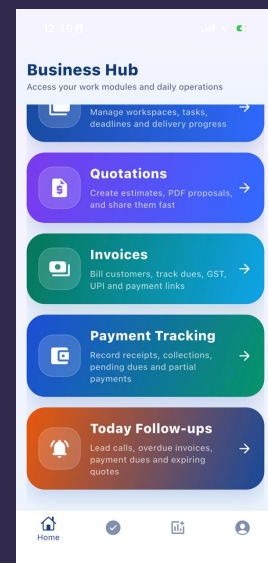
- ✓ Find calls, quotations, payment reminders and commitments you promised to revisit.
- ✓ Separate today's follow-ups from overdue follow-ups.
- ✓ Give every follow-up a date, owner and clear next step.
- ✓ Action: clear the oldest 3 overdue follow-ups.

HOW ACUMEN HELPS

Lead CRM keeps enquiries and statuses in one workflow. Today Follow-ups brings lead calls, overdue invoices, payment dues and expiring quotations back into view.

Challenge question:

How much revenue could be hiding inside leads and follow-ups that nobody is actively owning?



Turn Promises Into Delivery

Quotations create expectation. Projects and tasks turn that expectation into execution.

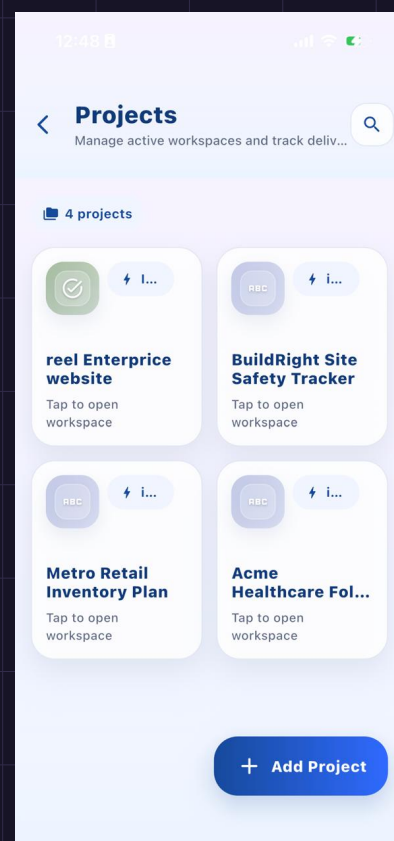
DAY 3 - QUOTATION CONVERSION CHECK

Review quotations that are Draft, Sent, Accepted, Rejected or Expired. Look for sent quotations with no follow-up and accepted work that has not moved cleanly into delivery.

ACTION: Choose the 3 quotations closest to a decision and define the next action for each.

DAY 4 - PROJECT CONTROL

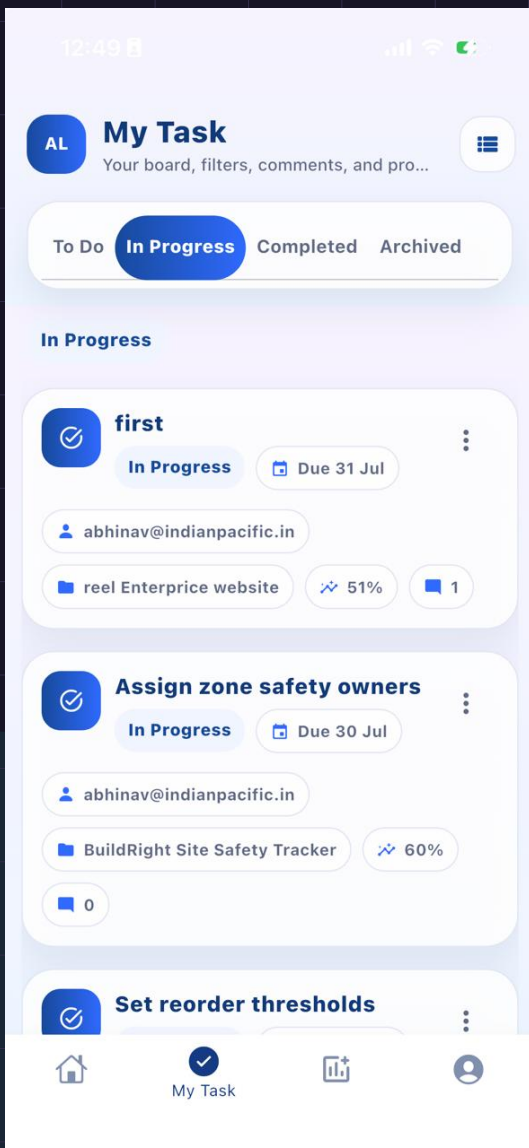
- ✓ List every active project.
- ✓ Check progress against expected delivery.
- ✓ Identify tasks without owners or deadlines.
- ✓ Find work stuck 'In Progress' too long.
- ✓ Action: rescue the single most at-risk project.



DAY 5

Make Team Progress Visible

Productivity is not 'being busy'. It is clear ownership, visible progress and completed outcomes.



TEAM PRODUCTIVITY AUDIT

- ✓ Does every important task have one clear owner?
- ✓ Does every task have a realistic due date?
- ✓ Can you see To Do, In Progress and Completed work?
- ✓ Are comments and updates attached to the work instead of scattered across chats?
- ✓ Which employee or project needs attention today?

15-MINUTE ACTION

Pick one delayed task. Clarify the owner, expected output, due date and current progress. Remove one blocker before the day ends.

Protect Cash Flow & Customer Context

Revenue is not complete when an invoice is created. It is complete when money is collected and the customer relationship is understood.

DAY 6 | MONEY CHECK

- ✓ Total unpaid and partially paid invoices.
- ✓ List overdue payments and pending milestones.
- ✓ Separate expected collections: today, this week, this month.
- ✓ Action: follow up on the 3 most important pending amounts.

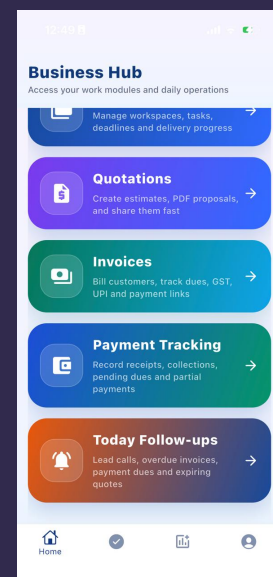
DAY 7 | CUSTOMER CONTEXT

- ✓ Choose 5 important customers.
- ✓ Review lead history, notes, quotations, invoices, payments and follow-ups.
- ✓ Find unanswered commitments or missing context.
- ✓ Action: proactively contact one customer before they contact you.

THE OPERATING PRINCIPLE

A business becomes easier to manage when sales history, delivery history and money history tell the same story.

Acumen's Customer Timeline brings lead notes, quotations, invoices, payments and follow-ups into one ordered view; Payment Tracking records receipts, pending dues and partial payments.



DAY 8-9

Replace Guesswork With Business Intelligence

Day 8 removes repetitive friction. Day 9 uses Acumen Smart Insights AI to turn activity into a clearer management view.

DAY 8 | MANUAL WORK

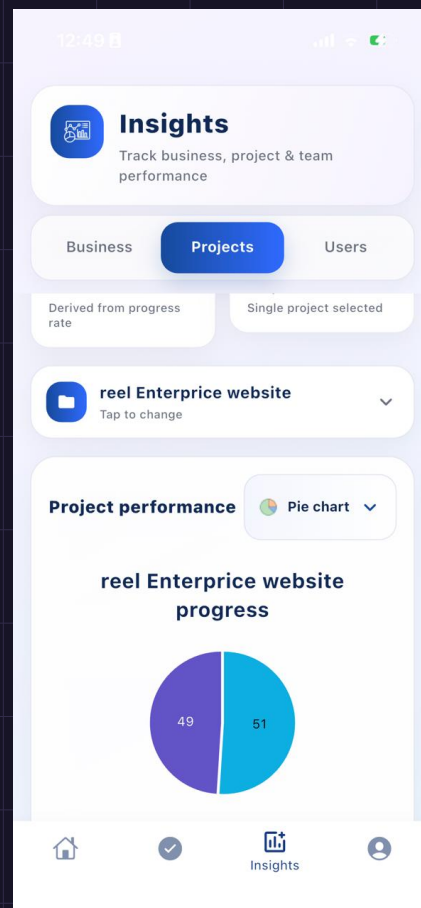
Write down repeated work: copying customer data, chasing updates, searching chats, recreating quotations, checking payment status, or asking people for progress.

ACTION: choose one repeated process to standardize or centralize.

DAY 9 | ACUMEN SMART INSIGHTS AI

Generate a Smart Insights report from your business activity. Use it as a management lens - not just another chart.

Review: Business Health Score • Risks & Opportunities • Productivity Analysis • Team Performance • Today's Most Important Action



Choose the One Action That Matters Most

The goal is not a perfect dashboard. The goal is a better decision today.

YOUR DAY-10 DECISION FILTER

- 1 What is costing us the most money right now?
- 2 What is delaying delivery or customer response?
- 3 What can we fix in the next 7 days?
- 4 Who owns the fix, and what does 'done' look like?

WRITE YOUR #1 ACTION

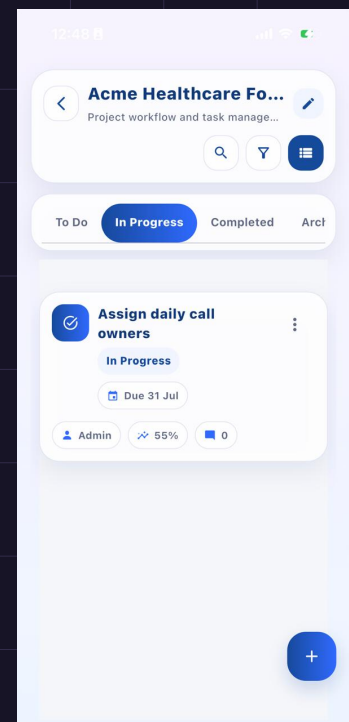
Problem: _____

Owner: _____

Due date: _____

Success measure: _____

First step today: _____



DAY RESULT

Your 10-Day Business Performance Scorecard

Repeat the baseline. The improvement you want first is clarity and control - then measurable business outcomes.

Lead follow-up



Quotation discipline



Project control



Task ownership



Collections



Customer context



Process efficiency



Decision clarity



LOOK FOR THE PATTERN

Your lowest score is not a failure - it is a management signal. Your biggest opportunity is usually where low visibility, weak ownership and delayed action meet.

Next: build a weekly rhythm around the 2-3 areas that matter most.



YOU FOUND THE GAPS.

NOW RUN YOUR BUSINESS WITH MORE CLARITY.

Acumen App is a mobile-first business operating system for service businesses - connecting leads, quotations, projects, tasks, invoices, payments, customer history, follow-ups and Smart Insights in one workflow.

ACUMEN SMART INSIGHTS

Generate AI-powered management insights from your business activity to surface your Business Health Score, risks and opportunities, productivity signals, team performance and Today's Most Important Action.

Judge things quickly and clearly.

LEADS -> CUSTOMERS

PROJECTS -> DONE

INVOICES -> PAID

DATA -> ACTION

READY TO SEE ACUMEN IN ACTION?

Request a demo and explore how Acumen can bring your daily business operations into one mobile workflow.

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www.rivaanindianpacific.com

