

Sales Meeting

Date

Host:

Attendees:

Time	Topic	Presenter
------	-------	-----------

9:00 AM-9:15 AM	1 Brief introduction	
-----------------	----------------------	--

9:00 AM-9:45 AM	2 Review of Previous Minutes	
-----------------	------------------------------	--

	2.1 Sales Activity	
--	--------------------	--

	2.2 Pipelines	
--	---------------	--

	2.3 Goal Status	
--	-----------------	--

9:45 AM-10:45 AM	3.Break	
------------------	---------	--

10:45 AM-11:30 AM	4.Feedback	
-------------------	------------	--

	4.1 Sales Person Success Stories	
--	----------------------------------	--

	4.2 Trends	
--	------------	--

	4.3.Opportunities	
--	-------------------	--

	4.4. Threats	
--	--------------	--