

Business Startup Checklist

CONCEPT STAGE



Company: _____

Your Name: _____ Date: _____

This list is not in any particular order. It's a good idea to work on what interests you at first.

CONCEPT STAGE CHECKLIST

NOTES

Concept Stage Videos Watched

- Time Management
- Stress Management
- Lean Canvas Model
- SMART Goals
- Positive Relationship with Money
- Commanding Your Worth
- Business Finances 101

Business/Nonprofit Development Tasks

- Dedicated a regular weekly time for business work
- Completed the Lean Canvas Model
- Identified what makes your idea (business or nonprofit) different from other similar organizations or companies
- Set at least 3 SMART goals (and added check-in dates to your calendar)
- Get clear on your Guiding Principles (how decisions are made) and Mission Statement (vision you have for making an impact and how you do it)
- Check business/organization name availability in your state
- Set up a business email account

ENCOURAGEMENT FROM SHYNE

You've made incredible progress developing your new business idea! You're well through the Concept stage, and as you gather a few more foundational essentials, you'll be ready to start implementing your idea soon.

You're well on your way to being an entrepreneur, business owner, or nonprofit founder! Celebrate every step forward you take!

