



User Guide IGNITE: Adapting for Long-Term Success Resources

The PIVOT Templates User Guide is designed to optimize use of IGNITE: Adapting for Long-Term Success – PIVOT templates, hosted at <https://phillipmatthew.com/ignite/resources/>. It supports the Unlock Your Potential (UYP) Formula's "Developing Positive Habits" for Australian entrepreneurs, small business owners, and ambitious beginners.

Introduction:

Master your PIVOT templates to drive transformation, using UYP's actionable principles.

Download your templates <https://phillipmatthew.com/ignite/resources>.

Template Guidance:

- Pivot Planning Worksheet: Set 3 restructuring goals in Trello; review with Phil.
- Innovation Tracker: Brainstorm 2 ideas weekly in MindMeister; test one monthly.
- Validation Log: Track metrics with Google Analytics; survey customers via
- SurveyMonkey. Optimization Checklist: Automate 1 process with Zapier; monitor savings in Xero.
- Transformation Roadmap: Share 1 success story via WordPress; reinforce with Canva visuals.

General Tips:

- Use templates weekly to align with UYP's "Setting Your Goals the Right Way."
- Track in Google Sheets, Notion, or paper for consistency.
- Experiment with one new tool (e.g., Asana) per month.
- Book a call with Phil at <https://phillipmatthew.com/book-a-call/> for feedback.
- Reflect biweekly to sustain your pivot's momentum.

Overcoming Challenges

Facing template roadblocks? If outcomes are unclear, break tasks into smaller steps. For stalled progress, revisit your UYP vision. Discuss challenges with Phil at <https://phillipmatthew.com/book-a-call/>