

21 DAY CHALLENGE



Alexandra Pontón

ALEXANDRA PONTON COACH



Hey there,
beautiful!

Hi, friend. My name is Alexandra Pontón, and I'm so glad you're starting on this 21 day journey.

I'm not just another internet guru. I've served throughout Latin America, rising to Marketing Manager for an international pharmaceutical company before leaving to begin my career as a professor, speaker & coach in 2011.

This is the start of something truly amazing - a unique place where you can exponentially increase your productivity, accelerate your performance, and boost your confidence.

While teaching with the Universidad Peruana de Ciencias Aplicadas as a business & marketing professor, I began my own blog and coaching practice in 2016.

Take a moment to think about what you want to do, who you want to be at the end of the next three weeks. Why?

I'm certified as a Life Coach, Career Coach, Speaking & Coaching Leadership under John Maxwell, & a member of Women in Leadership Coaching. Using my Business On Point Method™, I guide my clients through their transformation to living life, on point.

More importantly, what's stopping you?

What can you become, if your life is on point?

Are you ready for your glow-up? Let's get going!

Believe in, and fiercely fight for,
the woman you are capable
of becoming.

Alexandra Pontón Coach

01

PRODUCTIVITY

According to a recent article from National Public Radio, 80% of Americans want to improve their efficiency and productivity. Let's make it happen!



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CHECKLIST

Your Weekly Tasks

Use this space for notes on your weekly tasks. What worked well, what didn't, and what could you improve?

Braindump, Prioritize, & Plan

Preview & Review Period

Define Your Success in Each Major Life Area

02

PERFORMANCE

As you increase your productivity levels, your overall performance will also increase. Here's how to streamline that momentum!



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Note: you may not be able to complete a quarterly or bi-annual review this week, but you can mark off that you scheduled it into your calendar.

Keep a time journal.

Schedule Quarterly & Bi-Annual Reviews

Create your own decision-matrix.

03

CONFIDENCE

Confidence helps us feel ready for life's experiences. It's closely linked to self-efficacy or your own belief in your ability to be successful. We all could use a confidence booster. Let's dive in!



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Do something new

Leave a task unfinished or a step incomplete.

Focus on one area to improve in your communication. What did you choose, and how did it go?



Don't let your biggest enemy live in the space between your ears.

The following are 15 questions I give my clients to help them develop a positive, bullet-proof resilient mindset.

1. How would you challenge yourself today?
2. What made you reflect today?
3. What can you learn from this experience or mistake?
4. What would you do differently next time to make things work better?
5. What else would you like to learn?
6. What strategy can you try?
7. Who can you ask for an honest opinion?
8. Did you work as much as you could?
9. If it was too easy, how can you make it more challenging?
10. Did you set high expectations for yourself or do you settle for “that's fine”?
11. Did you ask for help when you needed it?
12. What can you do to handle distractions?
13. Did you check your work or its logic for errors or flaws?
14. Are you proud of the end result? Why yes or why not?
15. What is the next challenge?



Contact Me

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