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Quick Checklist for <u>Ecommerce Business</u> Planning

Pre-research preparation:

- □ Research at least top 10 blogs, magazine sites, and market trend sites
- □ Research the business model and strategies of at least 10 nearest competitors
- Define your target audience demographics and find out their online hotspots

E-commerce Business Planning Checklist

- Set your SMART Specific-Measurable-Achievable-Relevant-Time Bound-Business Goal(s)
- □ Business Model for your E-commerce business
- Plan your 7 Ps
 - Product
 - o Price
 - Promotion
 - o Place
 - o People
 - o Process
 - o And Physical Environment
- Weekly/Monthly Action Plan
- Define your KPIs (Key Performance Indicators)
- □ Work Delegation Plan
- Budget Plan and Allocation