



YEAR-END CHECKLIST FOR TEAM MEMBERS - 2025

- ☐ Personal Standard _____
- ☐ Understanding Compensation _____
- ☐ Role & Responsibilities _____
- ☐ Workspace _____
- ☐ Technology _____
- ☐ ECRM Views _____
- ☐ Email Clean-Up _____
- ☐ Task Clean-Up _____
- ☐ Systems Execution _____
- ☐ Development Plan _____
- ☐ Marketing _____