

SAVVY LAUNCH PLANNER

PLAN OUT YOUR SUCCESSFUL LAUNCH,
CHALLENGE OR BOOTCAMP &
GET YOUR FIRST COHORT OF STUDENTS

a planner from



DEAR COURSE CREATOR

Launching doesn't have to be scary. Really. No seriously - I promise!

If you haven't heard of what a launch is before - here is the low down. Commonly when you create a course, you will also launch it to a group of ideal clients who your course would be able to help!

By this point in time you will have (hopefully!) validated your idea and you know exactly who it's for.

Sometimes they are called launches, sometimes challenges, sometimes even bootcamps but usually they are interactive and shine a light on what makes you special as a course creator.

They can be a fantastic way to not only sell the course you have worked so, so hard on but also for you to connect with and build your audience. Great launches are engaging, fun and bite-sized in nature so you audience can have a quick win, and get a taste of what your course and working with you would be like!



MEGAN CHAPMAN
The Savvy VA

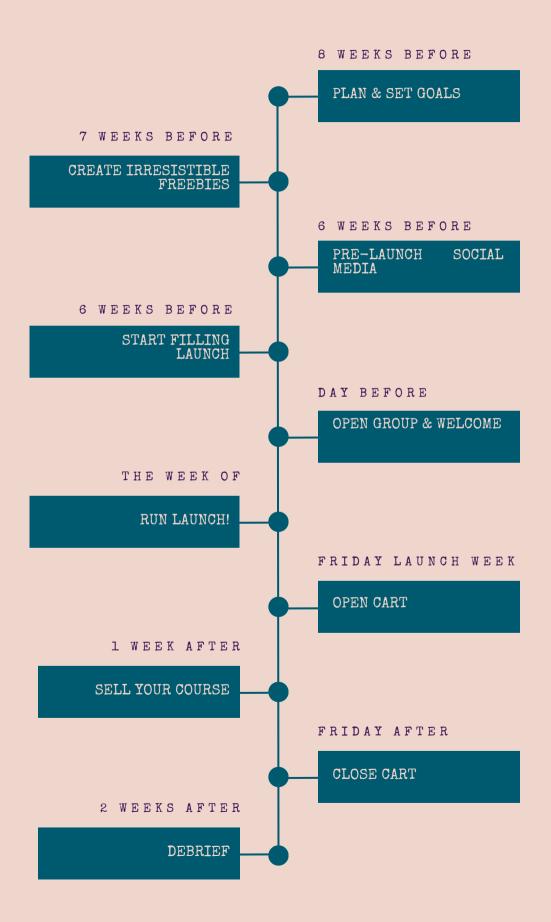
Content

- Let's set some goals, plan out the type of launch we want, set our budget and know exactly how we are going to focus on filling our launch.
- Create a daily rhythm to follow leading up to your launch, put it into action and start filling your launch group.
- Map out the day by day happening of your launch so you know exactly what is happening when. Know exactly what you are doing when!
- It's not enough to announce to the world your course is ready for enrollment this section is all about following up with your potential students and locking down some sales.
- Now you have launched and hopefully had a glass of wine it's time to look at the numbers and review what the good, the bad and the ugly features of your launch were!
- Some common problems course creators have when it comes to launching, and how to overcome them.

01

PLAN OF ATTACK

THE ROAD TO SUCCESS



GOALS & DREAMS

Let's set some goals. I love setting goals in three tiers, good which is your minimum, great which is better and dream which is so far our there that it would blow you away if you did it.

I WOULD LOVE T	O SELL THIS MANY COURSES	THIS LAUNCH
GOOD	GREAT	DREAM
I WOULD LOV	E TO CONNECT WITH THIS MA	ANY PEOPLE
GOOD	GREAT	DREAM
I WA	ANT TO GROW MY AUDIENCE E	3Y
GOOD	GREAT	DREAM
otes		

PRIMARY OFFER DRAFT

It's important to reverse engineer your launch back from the actual offer you are wanting to sell. Your launch should show whats possible with your course, and offer your launch attendees an opportunity to get to know, see why you are a thought leader for this topic & have a quick win for the time they invest.

WI	HAT IS THE PRIMARY OFFER YOU WANT TO SELL

WHAT IS THE PRIMARY OFFER PRICEPOINT

It's a great idea to have the option of a payment plan if you are selling something over \$200. It's also a fantastic incentive to offer your course at a slightly discounted early bird rate - this helps the urgency in what you are selling.

NORMAL PRICE	EARLY BIRD PRICE	NORMAL PRICE (PAYMENT PLAN)	EARLY BIRD PRICE
(PAY IN FULL)	(PAY IN FULL)	(PAIMENI PLAN)	(PAYMENT PLAN)
	HOHALLY 200.	USUALLY +15%	USUALLY +15%
	USUALLY -10%+	IN PAY IN FULL	IN PAY IN FULL

It's great to offer a downsell to your main offer - it doesn't have to be directly related but still needs to offer value and transformation.

IDEAS: TEMPLATES, PRINTABLES, PLANNERS, MASTERCLASS, WORKSHOP

WHAT IS THE SECONDARY OFFER YOU WANT TO SELL + PRICE

NAME YOUR LAUNCH

It's important to name your launch as it will define a brand around it, and add make it easy for people to refer people to it.

When choosing a name pick something that is...



NAME BANK CHALLENGE BLUEPRINT BOOTCAMP PROJECT WEEK COLLECTIVE DREAM MASTERCLASS

notes			

YOUR LAUNCH CONCEPT

To reverse engineer your launch concept think about how you can showcase the transformation your actually course offers.

TIP: PLANNING & INFO SESSIONS MAKE GREAT

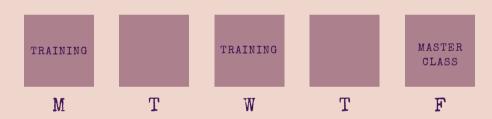
WHAT DO YOUR ATTENDEES WANT TO LEARN?				
HOW CAN YOU BREAT	K THIS DOWN INTO A THRE	E STEP PROCESS?		
	ss above, draft a title for the h. Aim for short sessions 10			
LESSON 1				
LESSON 2				
LESSON 3				

THE DETAILS

THE NAME OF YOUR LAUNCH	
I RECOMMEND A 5 DAY LAUNCH WITH 3	

RECOMMENDED FORMAT

DAYS OF TRAINING



WHAT QUICK WIN WILL YOUR LAUNCH ATTENDEES HAVE?

YOUR LAUNCH DATES

YOUR LAUNCH SKELETON

Day Ol.	
What you will cover	Resource
03	
Day 03.	
What you will cover	Resource
what you will cover	nesource
1	
↓	
Day 05.	
What you will cover	Resource

PRIZES

Prizes can be an amazing way to gamify the launch experience and increase engagement. At the end of the day, launches are not just for selling your course but for building connections with your audience. Prizes I have found work well are...

COMMUNITY CHEERLEADER

Awarded to the most active member of the group through the challenge - there person who goes out of their way to encourage and raise people up.

You can judge this in a Facebook group by going to settings > membership

There is a leaderboard here you can screenshot

TIP: Post in progress screenshots and tag the leaderboard in to stir up a bit of healthy competition!

COMPLETE AWARD

Drawn at random from a pool of attendees who complete the work on every day!

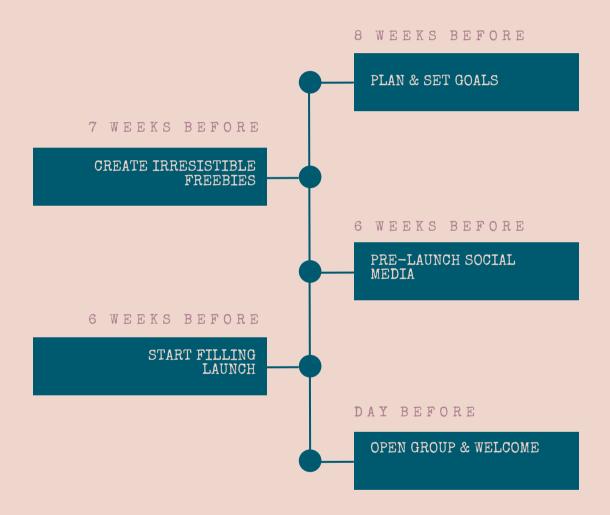
My Awards		

02

PRE LAUNCH PLAN

PRELAUNCH TIMELINE

When it comes to launching time is your friend, especially when you are a small business. It honestly flies by and its great to started planning and filling your launch 6 - 8 weeks before your actually run it.



ALIGNED IRRESISTIBLE FREEBIE BRAINSTORM

A great way to fill your launch is with a reverse engineered freebie thats specially designed to lead people to the final offer you will present during the launch.

It's great to keep it really specific so you are getting the right people in your launch - you are always looking for quality, interested people vs just numbers.

numbers.		
PRIMARY OFFER YOU WANT TO SELL		
GNED IRRESISTIBLE FREEBIE		
4		
notes		

TIP! MAKE IT GOOD - THIS IS YOUR CHANCE TO OFFER REAL VALUE AND SHOW YOUR IDEAL CLIENTS WHAT YOU ARE REALLY MADE OF!

FREEBIE NURTURE

WHERE ARE YOU GOING TO OFFER YOUR FREEBIE?
It's important that once you have people signed up and on your list to start building a relationship with them. Give value & nurture them - aim for 1 value based email a week.
Talk about your launch and link them through to the sign up page.
EMAIL IDEA
EMAIL IDEA
EMAIL IDEA

FREEBIE NURTURE

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FINDING YOUR IDEAL CLIENT

Have a think about where you might find your ideal client and how you can connect with them or offer your freebie.

Some places to look...

FACEBOOK GROUPS	
PINTEREST	
YOUTUBE	
LINKEDIN	

YOUR EXISTING AUDIENCE

If you have an existing audience (not compulsory) it's important to start talking about your launch leading way up to it actually happening. No matter where your audience is, you can start talking about content relevant and in line with what you are launching.

This will help you to really understand what your audience is looking for as well which can help you really tailor your launch to speak to & fulfil their needs.

TYPES OF POSTS



Ask a general question to engage your audience



Post & link to your aligned freebie



GIVE VALUE

Post a valuable piece of information your audience will find helpful



GO LIVE!

Jump on and do a live masterclass on a topic relevant to your launch.



ENGAGE

Chat about something
which requires a
response from your
audience



BREADCRUMB QUESTION

Ask a question relevant to your launch topic



TELL A STORY

Tell a story about you, ideally that builds authority but also insight into you and your life!



BEHIND THE SCENES

Show a sneak peak of whats happening behind the scenes

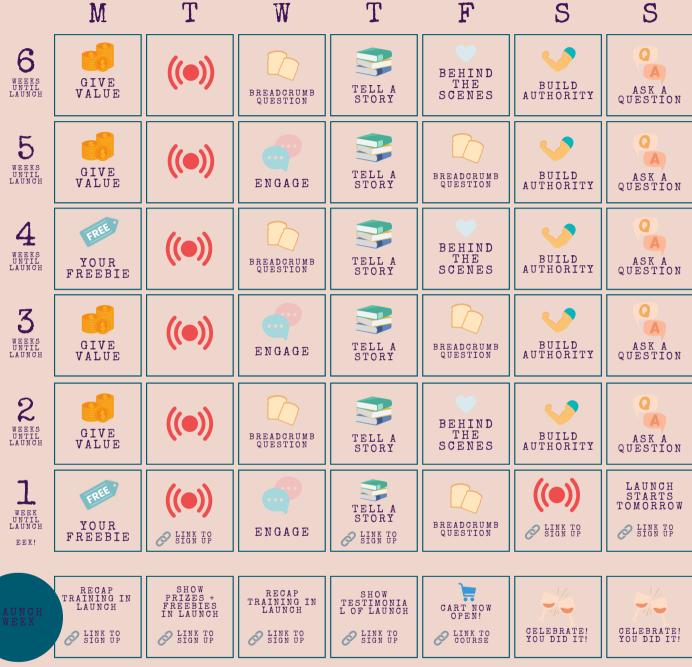
EG. Screenshots are good!



BUILD AUTHORITY

Write a long form post about how you overcame something, or had some form of success.

CONTENT PLAN



NOTE: THESE POSTS ARE NOT FOR INSIDE THE ACTUAL LAUNCH GROUP, THEY ARE FOR YOUR EXTERNAL SOCIAL MEDIA TO CONTINUE DRIVING TRAFFIC TO YOUR LAUNCH. WE WILL LOOK AT THIS IN DETAIL LATER.

notes

FILL YOUR LAUNCH GROUP

Filling your launch group takes time and patience, this is one of the hardest tasks of the whole launch process so mentally prepare for it.

As you gradually talk about your launch and link people to your freebie your Facebook group will start to fill up.

NOTE: Do not let people into the group at this point in time.

Wait until the weekend before the launch as it will create a buzz of engagement allowing more people to see your posts.



LAUNCH GROUP CHECKLIST

CREATE A POP UP GROUP
ADD YOUR LAUNCH NAME
ADD A DESCRIPTION
SET UP THE GUIDES SECTION
CREATE A GROUP BANNER

LAUNCH GROUP GUIDES PLANNER

GUIDE 1
INTRODUCING YOUR HOST
(INCLUDE A PHOTO AND BIO OF YOU)

GUIDE 2
WELCOME VIDEO
PRIZE LIST
IMPORTANT DATES

GUIDE 3
LESSON 1 VIDEO/LIVE
LESSON 1 RESOURCES
LESSON 1 SLIDEDECK

GUIDE 4
LESSON 2 VIDEO/LIVE
LESSON 2 RESOURCES
LESSON 2 SLIDEDECK

GUIDE 5
LESSON 3 VIDEO/LIVE
LESSON 3 RESOURCES
LESSON 3 SLIDEDECK

GUIDE 6
YOUR PRIMARY OFFER
THE BONUSES INCLUDED
YOUR SECONDARY OFFER

GUIDE 7

LIVE Q&A

TESTIMONIAL THREAD

(ASKING ATTENDEES FOR FEEDBACK

ON YOUR LAUNCH)

DAILY RHYTHM

The best way to fill your launch is to take a lot of small actions daily where you are talking about what you are launching.

Creating a daily rhythm of small actions will create a sequence of habits and overtime these small actions amount to a lot for a launch.

Examples of things to add to your daily rhythm Social media, content creation, blogs, email newsletters

DAILY RHYTHM

03

LAUNCH OUTLINE

LAUNCH WEEK OVERVIEW

SATURDAY GROUP OPENS + WELCOME SUNDAY INTRODUCTIONS MONDAY LESSON 1 TUESDAY CHAT IN GROUP WEDNESDAY LESSON 2 THUSRDAY LIVE Q&A FRIDAY MASTERCLASS + CART OPENS

NOTES

THE SATURDAY BEFORE

Checklist

ADD WELCOME VIDEO TO GROUP, CHALLENGE PEOPLE TO WRITE AN INTRO POST ABOUT THEM AND IF THEY ARE FEELING BRAVE TO SHARE A PHOTO!
OFFICIALLY OPEN YOUR GROUP AND START LETTING IN PEOPLE WHO ARE PENDING
ADD A PHOTO OF YOURSELF AND INTRODUCE YOURSELF INCLUDING A BIT OF AN OVERVIEW ON WHAT MAKES YOU QUALIFIED TO TEACH WHAT YOU ARE TEACHING
SET UP EVENTS FOR EACH LIVE THIS WEEK AND INVITE ALL THE GROUP MEMBERS
SEND OUT AN EMAIL TO YOUR LIST LETTING THEM KNOW THE LAUNCH IS HAPPENING MONDAY AND THE GROUP IS OPEN & ALREADY BUZZING WITH ACTIVITY
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP - REMEMBER LAUNCHES ARE JUST AS MUCH ABOUT CONNECTING WITH YOUR AUDIENCE AS THEY ARE ABOUT SELLING - AIM TO BUILD REAL CONNECTIONS!
INVITE SOME FRIENDS ON YOUR FRIENDS LIST YOUR LAUNCH IS RELEVANT TO

THE SATURDAY BEFORE

Live Structure

CHAT WITH EVERYONE
WELCOME THEM TO THE LAUNCH
WELOUME THEM TO THE DRUNOH
ASK THEM TO INTRODUCE THEMSELVES IN THE GROUP
GIVE THEM AN OVERVIEW OF WHAT'S COMING
CHAT WITH EVERYONE & FINISH UP

THE SUNDAY BEFORE

Checklist

	LET IN POST	ANY PE	ENDING	MEMBE	RS & TA	G THEM	IN YOU	R WELC	OME	
	COMMUI	NITY CH	T SHOWI HEERLE. OF THE	ADER A	WARD (R					
	EXPLAI TOMORE	NING H	DAY PU OW EXC ID HOW I	ITED Y	OU ARE	FOR TH	E FIRST D READI	TRAIN		
			EMINDE.					E FIRS	T	
	GO THR	OUGH A	IND COM	MENT (ON ANY I	NEW POS	TS IN T	HE GRO	UP	
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MONDAY

Checklist

	LET IN POST	ANY PE	CNDING	MEMBE	CRS & TA	G THEM	IN YOU	JR WELC	OME	
	GO LIV	E AND I	OO YOUR	R FIRST	T TRAIN	ING				
			Y ATTE		AS POSS	SIBLE (N YOUR	LIVE S	0	
	SEND C		EMAIL W	ITH T	HE REPL	AY OF T	THE LIV	Е ТО УО	UR	
		UR LIV R GROU		NING &	ANY RES	SOURCE	S TO YO	OUR GUI	DES	
	GO THE	ROUGH A	ND COM	MENT (ON ANY 1	IEW POS	STS IN T	THE GRO	UP	
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MONDAY

Live Structure

CHAT WITH EVERYONE
TALK ABOUT HOW YOU GOT STARTED AND YOUR JOURNEY UP UNTIL THIS POINT - JUST BE YOURSELF AND BE HUMAN!
DO YOUR FIRST LIVE TRAINING - GIVE HOMEWORK AT END
CHAT WITH EVERYONE & FINISH UP

TUESDAY

Checklist

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
POST IN THE GROUP AND CHECK IN TO SEE HOW PEOPLE ARE TRACKING WITH THE FIRST DAYS HOMEWORK
PUT UP A STORY STYLE POST IN YOUR GROUP EXPLAINING HOW YOU GOT STARTED DOING WHAT YOU DO! INCLUDE PHOTOS AND ANY EVIDENCE THAT YOU DID THESE AMAZING THINGS YOU HAVE!
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP

NOTES

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WEDNESDAY

Checklist

	LET IN .	ANY PE	NDING :	MEMBE	RS & TA	G THEM	IN YOU	R WELC	OME	
	GO LIVE	C AND D	O YOUR	. SECON	D TRAI	NING				
	TAG IN A					SIBLE (N YOUR	LIVE S	0	
	SEND OU		MAIL W	тн тн	E REPL	AY OF T	THE LIV	E TO YO	UR	
	ADD YOUR			IING &	ANY RE	SOURCE	S TO YO	UR GUI	DES	
	GO THRO	DUGH A1	ND COM	MENT O	N ANY 1	NEW POS	TS IN T	THE GRO	UP	
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WEDNESDAY

Live Structure

CHAT WITH EVERYONE
ADDRESS AND CHAT ABOUT A COMMON CONCERN WHICH STOPS PEOPLE FROM DOING WHAT YOU ARE TRYING TO TEACH
DO YOUR SECOND LIVE TRAINING - GIVE HOMEWORK AT END
CHAT WITH EVERYONE & FINISH UP

THURSDAY

Checklist

	POST
	POST IN THE GROUP AND CHECK IN TO SEE HOW PEOPLE ARE TRACKING WITH THE FIRST DAYS HOMEWORK
	PUT UP A SUCCESS STORY - SHOW WHAT IS POSSIBLE TO YOUR AUDIENCE
	GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
	TO THE GROUP LIVE AND ANSWER SOME COMMON QUESTIONS HAVE BEEN ASKING
QUESTION	

FRIDAY

Checklist

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO LIVE AND DO YOUR FINAL TRAINING/MASTERCLASS
ANNOUNCE THE PRIZE WINNERS AT THE END
TAG IN AS MANY ATTENDEES AS POSSIBLE ON YOUR LIVE SO THEY GET NOTIFIED TO WATCH IT
SEND OUT AN EMAIL WITH THE REPLAY OF THE LIVE TO YOUR EMAIL LIST + LET THEM KNOW YOUR CART IS NOW OPEN
ADD YOUR LIVE TRAINING & ANY RESOURCES TO YOUR GUIDES IN YOUR GROUP
ADD YOUR SPECIAL EARLY BIRD OFFER PROMO INTO YOUR GUIDES SECTION
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP

FRIDAY

Live Structure

СН	AT WITH EVERYONE
DO	YOUR FINAL LIVE TRAINING/MASTERCLASS
	ESENT YOUR OFFER - SHOW PAYMENT PLAN & EARLY BIRD PRICE EARLY SHOW THEM HOW THEY CAN ORDER
ANI	NOUNCE WINNERS OF PRIZES
СН	AT WITH EVERYONE & FINISH UP

04

POST LAUNCH FOLLOWUP

POST LAUNCH WEEK OVERVIEW

SATURDAY

CHAT IN GROUP

SUNDAY

CHAT IN GROUP

MONDAY

LIVE Q&A

TUESDAY

CHAT IN GROUP

WEDNESDAY

GO LIVE + PRESENT SPECIAL BONUS

THUSRDAY

CHAT IN GROUP

FRIDAY

CART CLOSES

SATURDAY

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
SUNDAY
LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP

MONDAY

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
GO LIVE IN THE GROUP AND ANSWER ANY QUESTIONS PEOPLE HAVE ABOUT YOUR COURSE
SEND OUT Q&A REPLAY VIA EMAIL
ADD YOUR Q&A TO GUIDES IN THE FACEBOOK GROUP
TUESDAY
LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
SEND OUT AN EMAIL REMINDING PEOPLE THE LAUNCH IS ON AND ONLY AVAILABLE FOR XX AMOUNT OF DAYS

WEDNESDAY

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
GO LIVE IN THE GROUP AND TALK ABOUT THE COURSE AND A SPECIAL BONUS YOU ALSO GET FOR SIGNING UP BEFORE THE CART CLOSES
SEND OUT AN EMAIL FEATURING THE BONUS + REMIND THEM THAT THERE IS ONLY 48 HOURS LEFT TO JOIN THE COURSE
THURSDAY
LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
SEND OUT AN EMAIL REMINDER THAT THERE IS ONLY 24 HOURS LEFT TO JOIN THE COURSE

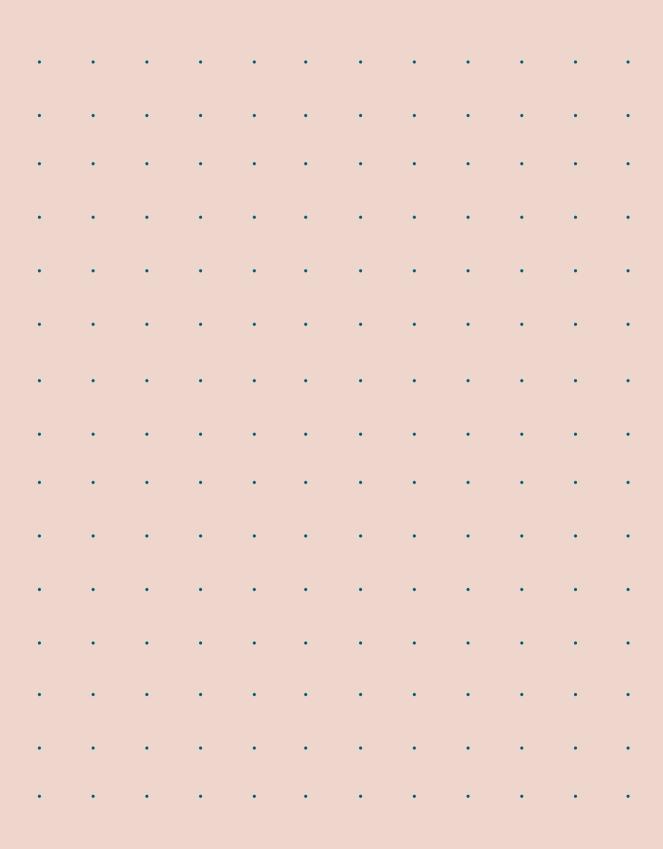
FRIDAY

LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
GO LIVE AND HIGHLIGHT THE URGENCY THAT ITS THE LAST CHANCE TO JOIN BEFORE THE CART CLOSES
SEND OUT AN FINAL REMINDER THAT CART IS CLOSING
CLOSE CART
SATURDAY
LET IN ANY PENDING MEMBERS & TAG THEM IN YOUR WELCOME POST
GO THROUGH AND COMMENT ON ANY NEW POSTS IN THE GROUP
SUNDAY
CLOSE GROUP
LAUNCH DEBRIEF

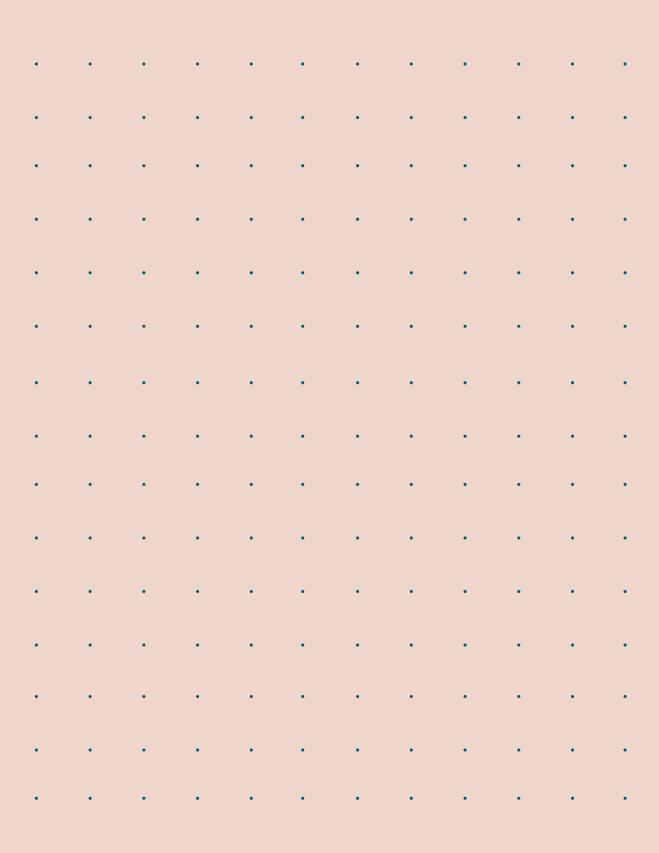
05

DEBRIEF

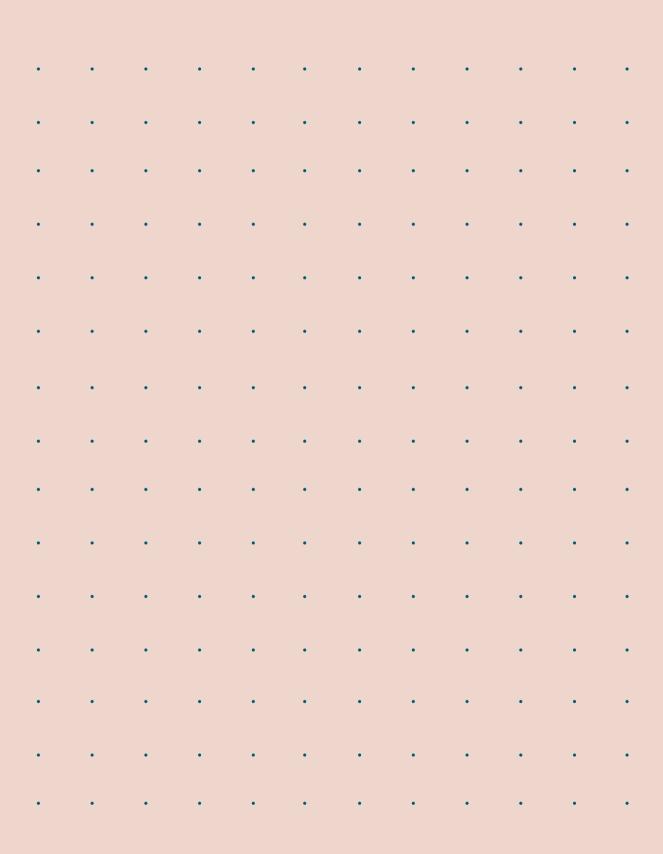
Sales



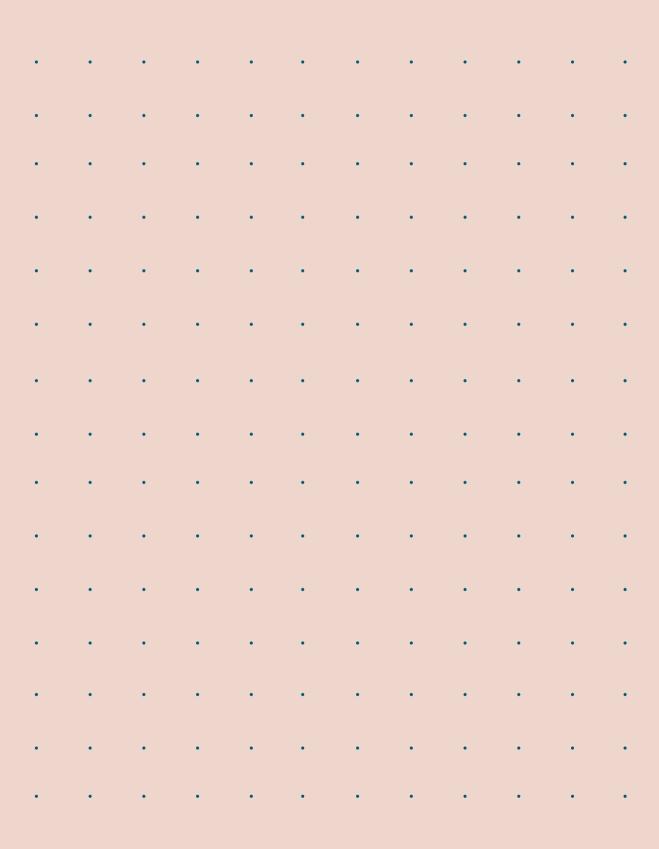
What went right



What could be improved



Other notes



Finally breathe.

A HUGE CONGRATULATIONS ON GETTING TO THE END OF YOUR LAUNCH - YOU ARE AMAZING!

MAKE SURE YOU DON'T START MOVING THOSE GOAL POSTS RIGHT AWAY - SIT BACK AND RELAX, TAKE IN WHAT YOU HAVE ACHIEVED BECAUSE YOU ARE BRILLIANT! 06

COMMON QUESTIONS

I HAVE NO ENGAGEMENT ON MY LIVES

Reach on social media can be fickle - make sure you tag people in your lives, and send out the replays via email to make sure people don't miss them.

I CAN'T GET ANYONE TO JOIN MY LAUNCH

If you have genuinely tried to get people to sign up for your freebie with no luck — it might be a good idea to revisit it. Is it useful, is it relevant and is it good enough for someone to hand over their email address for. Sometimes especially if it is a new audience for you, it might be a good idea to test a couple of freebies and see which performs the best.

HOW MANY PEOPLE SHOULD I AIM TO HAVE IN MY LAUNCH?

It totally depends on how big your existing audience is, however I have found a great number to launch with is around 300 - 500.

WILL EVERYONE PARTICIPATE?

The short answer is no - people live busy lives - you can expect 30 - 70% of people who sign up for your launch to actually participate.