



My “Systems” Growth Zone Rating

Rate yourself across the five stages of the Systems Growth Zone®.

STAGE 1	STAGE 2	STAGE 3	STAGE 4	STAGE 5
I don't have documented systems yet.	I have some documented processes. For example, I have a systematic way of posting on social platforms, on my blog or website.	I have documented the systems that we use for attracting clients, converting clients, delivering our product/ service and collecting our \$.	We have a process for capturing, updating and training important systems including customer service, production, hiring, training, and marketing.	We have an up-to-date procedures manual. We've nailed it - enjoying efficiencies from a fully systemised business.
Rarely, if ever, is a process done the same way each time.	Some processes are repeated but we are often re-inventing the wheel.	We try to capitalise on re-purposing work and processes already invented but not always.	We have a clear set of processes for most important tasks, which we follow.	We are always looking at ways to streamline, leverage and capitalise on processes already in place as well as implementing new processes efficiently.
Facilitating the first transaction with my most recently acquired clients was time-consuming and frustrating.	There were a couple of things that I remembered last time I had a transaction of a similar nature which made the process easier and faster.	I utilised my past experience of facilitating a new client transaction to make life easier.	I have started documenting the process from experience and benefited from that process. But I found there were still areas I needed to 're-create' on the fly.	I have a documented process that I followed which made it easy and simple to process the transaction.
I really don't know what I should be measuring to understand the performance of my business.	I know what to measure, but I never find the time to review the measurements regularly.	If I had to, I could pull up the various measurements and statistics in my business to clearly understand its performance.	I get regular reports from team members or the software available to me, but, I find it difficult to make the time to review and analyse the impact on my business's performance.	Like the 'dashboard' in my car, I have a place where I can look to see the health and performance of my business at any time, AND I do so at regular pre-determined intervals to measure my successes.
I just can't find the time to put time and effort into developing systems and procedures.	I will start to document systems when I get to a level of business that I feel warrants it.	In my business, we do things the same way each time, but we haven't spent time documenting them.	I am really good at documenting systems and procedures in some areas of our business, like customer service, but in others, like finance, I am not so good.	If I (or someone on my team) do something once, I/we take the time to document it so it can be done the same way the next time and train others to do the same.
TOTAL _____	TOTAL _____	TOTAL _____	TOTAL _____	TOTAL _____

Which stage(s) between 1 and 5 are you MOSTLY in right now?

How do you feel about your business in relation to the SYSTEMS Growth Zone?

What area(s) of the SYSTEMS Growth Zone can you focus on next to make progress in this Zone?