

# 101 Sales Hacks for Extreme Productivity

1. Start early. Try coming into the office forty-five minutes before everyone else does.
2. Invest 3% of your monthly earnings on sales training.
3. Burrow through company brochures and catalogues to learn everything you can about your product.
4. Have regular meetings with your sales manager to discuss your performance and get new ideas.
5. Never ever let consumer behavior upset you, ever. Never take it personally.
6. Always remember as a salesperson, without referrals you will be out of business...Ask for referrals every time.
7. Always set the next appointment on your first appointment.
8. Read good sales books 1 hour daily. This is one of the most powerful lessons I have ever learned.
9. Use word-of-mouth prospecting – Tell everyone,

everywhere, every time exactly what you do.

10. Connect with 10 power bases (Friends, family) daily.
  - Call, message, email, LinkedIn, tell them what you are doing.
11. Return your calls/email messages, even internal calls, within 24hours.
12. Birthday celebration of the client with a selfie – Go with celebration Chocolate and a Gift.
13. For crucial meetings with important prospects, it can often be a big help to get your sales manager—or, perhaps even more important, one of your company's technical people—to accompany you on a visit.

14. Master observation skill – Watch the Sherlock Holmes both series old and new.
15. Make prospecting your #1 Priority...plan accordingly.
16. Ask throughout the sales ppt – does it make sense to you?“Okay, why not? Where did I take a wrong turn?”
17. Daily physical exercise for 1 hour is a must.
18. A salesperson must be punctual, Period.
19. Create urgency to have the next level of lifestyle.
20. Make eye contact to show confidence and interest and differentiate yourself from mediocre salespeople.
21. Always Be Helping...
22. Send Gifts, Flowers, Birthday cards, e-books, and audio, just drop by to say hello.
23. Affirmations: I like myself, 100 times, I love my job. I am the #1 Salesperson. I believe it is going to be the best sales meeting ever.
24. Work like hell now because you are self-

employed...Always nomatter who pays the cheque.

25. Reward routinely – Create a plan now.
26. Follow-up rule- Always through. Close either way.
27. Send 5 thank you notes daily.
28. Connect with all your customers on LinkedIn and follow theircompany.
29. Sales Visualization and writing before every phonecall/meeting.
30. Positive Mental Attitude (PMA) is a must. Firmly expect thesales in every meeting.
31. When you're ready to quit for the day, make two more calls.One call to build a relationship, and one call to make a connection.

32. Text – Phone and Phone email/text follow-up immediately.
33. Always remember – 90% sales is conviction – A mindset to help the client.
34. Always have an enthusiastic and firm handshake with eyecontact + a big smile
35. Be nice to everyone and remember their name.
36. Record your live sales presentation and do the role play.
37. Look great, always dress apart – Daily shoe shine, clean shave, dry clean clothes, Quality clothes, Parker pen, suits, etc.
38. Every week and month do have lunch with clients.
39. Always – Always – Always agree with client objection, complain, agree, acknowledge and close.
40. Collect the testimonials – as much as possible and show them to the client.

41. Be an expert in your product and in your competitor's product.
42. In presentation – Don't just sales your product but also to your company and yourself.
43. Treat buyers like a family. With love and care
44. Take 110% control and urgency to close – do follow-ups with internal and external clients. Don't assume anything.
45. Don't be too nice, just close the deal. Because your life depends on it.
46. Treat each objection as a complaint, agree, and close, unless it is validated as an objection.
47. Make eye contact to show confidence and interest and differentiate yourself from mediocre salespeople.
48. Always ask one more time.

49. Smile in your voice: No matter what the outcome –  
Especially you are not getting your way.
50. Make cold calls to get lucky, get referrals, and build  
courage.
51. Always ask for referrals in each call/meeting – Who  
do you know (in your close circle?) who can benefit from  
my product? and call within 6 minutes
52. Follow up for a minimum of 5 and max 12 times  
because 80% of sales will happen after the 5th call
53. Master the sales script, memorize it and role-play it
54. Treat the gatekeeper as a very important person,  
Decision-maker, and influencer
55. For 30 days give the biggest Smile loud big with the  
whole face to every human being
56. Keep your promises to your client, no matter what.
57. Do something useful around the office without being  
asked

58. Give a little gift to someone without any occasion.
59. **This is a very important tip.** Ritualizing your calling.  
That means making an appointment with yourself to call during set times to which you commit on a regular basis.  
– (Work 90 Minutes without break – No mail check or anything else.
60. Keep in touch with your prospects at least monthly and at most weekly by email.
61. Don't ever lie – "As a salesperson, truth is your greatest asset, because it builds trust."
62. Picture yourself sitting on the same side of the table as your prospect, which helps you maintain a friendly and helpful attitude.



63. Maintain a 2:1 ratio of info to feedback — for every two benefits you give the prospect, ask a question confirming you are on the right track.
64. Get your prospect to smile or laugh if possible, as research shows it's harder to say "No" while you're grinning. You must be smiling and laughing and be humorous.
65. To show you're truly paying attention write down the prospect's objections.
66. Take the top-performing salespeople at your company out for lunch and ask for their advice on selling your product.
67. Treat your co-workers with the same courtesy as your prospects.
68. Treat "all" objections" as "complaints"
69. AAFTO – Always ask for the order.
70. Conduct "exit interviews" with every customer you

lose.

71. Never break a promise to a customer, whatever the cost. Always keep your word. One failure raises doubt—the next one raises the roof.
72. Stop wasting time. Turn off your TV for one year.
73. Record your cold calls, use a mirror, smile, stand up.
74. Don't check your mail early in the morning.
75. Do make a T CALL: After that appointment go to the right, to the left, and behind you—and come back to the office with three more contacts.
76. Always respond to customer queries within forty-eight hours.
77. Follow through immediately on thank-you letters, letters of agreement, and internal paperwork.
78. Set two new appointments every day.

79. Strategize with your sales manager on a regular basis.
80. Create a sense of urgency in all your communications.
81. Know ten client success stories.
82. Decide on your opening question for the meeting.
83. Decide on the Next Step you want and ask for it directly.
84. Always try to get the other person to do something.
85. Pay a heck of a lot of attention to the other person.  
Not "sales" attention. Real attention.
86. Match with prospects' tone and speed of speech.  
(Use Mirroring and labeling technique)
87. Go public – Join clubs like – BNI club,  
Rotary club, Toastmasters.
88. Make an excellent relationship with your internal customer.
89. Make a decision to be a great salesperson – A pro, a

champion.

90. University on the wheel. Turn your traveling time to learning time. Listen to sales audiobooks.
91. Give – Give -Give – 100% Attention, Positive attitude, Service, Energy, information.
92. Must have a real love and concern for your prospect's wellbeing.
93. Make Saturday morning a week planning and organizing the day.
94. If you don't take pride in your product or service, and in the organization that stands behind it, you will not be a successful salesperson.
95. Act like an equal to your client—Because You Are.
96. Do prospecting daily, no matter how much business you do have.

97. Pretend That You Are a Consultant—Because You Are
98. Perform more difficult tasks when your energy level is at its peak. Prospecting, with its rejections, is stressful, so get it out of the way first thing.
99. Sales start the night before -Spend the first 15 minutes of every day, or the last 15 minutes at night, making a to-do list.
100. An unexamined life is not worth living – Before going to bed reflect and note the key lessons from the day in your journal.
101. Learn public speaking – this is the easiest way to boost yourself-esteem and self-confidence.