

The One Page Business Reset

One sheet that shows where the money actually came from, and what to change before the next quarter starts.

How to use this sheet

Most people who work for themselves know how busy the last three months were. Very few can say which part of that work paid, which part only felt like work, and which client they would quietly rather not repeat. This page asks for the four facts that answer all three at once.

- Fill it from records, not from memory. Memory rewards whoever shouted loudest, not whoever paid best.
- One line per job that was paid for, not per task you did.
- Answer the last column honestly. It is the column that changes what next quarter looks like.
- Twenty minutes, once a quarter. Longer than that and it stops happening.

THE FOUR FACTS	WHY THIS ONE	WHAT IT CHANGES
What they bought	The name of the service is rarely what the buyer thinks they bought	How you describe the offer
What it paid	Revenue per job, not revenue per month, is where the pattern hides	What you charge
How they found you	One channel usually carries most of the work and gets none of the credit	Where the next hour goes
Would you take it again	The work you dread is the work that quietly caps the business	What you stop selling

QUARTER _____ FILLED IN ON _____

CLIENT OR JOB	WHAT THEY ACTUALLY BOUGHT	PAID	HOW THEY FOUND YOU	AGAIN
TOTAL				

BEFORE YOU CLOSE THE QUARTER	YES	NO
Every job above was invoiced	☐	☐
Every invoice above was actually paid	☐	☐
I know which channel brought the most money	☐	☐
There is work here I will not take again	☐	☐

THE ONE THING TO CHANGE BEFORE THE NEXT QUARTER

ONE MORE THING

When this sheet runs out of room

The rest of the shelf picks up where this page stops: onboarding, pricing, invoices, projects and the week. Same grid, same two paper sizes, same ink saving version.

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