

New Consultant Training Guide



JAManistas New Member Training

All photos and files can be found in the JAManistas Dropbox

<http://tinyurl.com/JAManistas-DropBox>

by Dawn Partlow, Kerry Fluty and revised for JAManistas by Cherin Szul

Welcome to our team! We are so excited to have you! This document is designed to walk you through as much of your training as possible. It is intended to be gone through with your sponsor, however if you are the type of person who likes to hit the ground running and work at your own pace, this is perfect for you to go through on your own!

(Work at your own pace. This is a marathon, not a sprint!)

You are on your way to building your own business, and everyone at Jamberry Nails is excited to have you as a consultant. The months to come will be filled with new and exciting opportunities as you begin to build your career with Jamberry Nails. This guide will help you establish your goals and create a successful business.

Jamberry's Home Office Phone Number - 801-796-2205

Questions concerning policies and procedures or to report policy violations, e-mail:
Compliance@Jamberrynails.com

Your Sponsor:

Upline Team Manager:

Cherin Szul

cherin.szul@gmail.com

609-218-2684

- **Your sponsor will add you to at least one Jamberry group.**

These groups are where you can ask questions, get additional training and form relationships with other Jamberry consultants.

- *Great Jams - Dawn Partlow & Kerry Fluty's group*
- *JAManistas - Cherin Szul's Group*

- **Things To Sign Up For**

- Facebook Business Page ****This is NOT a necessity - I use a Group for my VIP customers instead, but to start a page isn't a bad thing to have.****

- Go to the Official Jamberry Facebook Page
<https://www.facebook.com/jamberrynails>
- Click on the "settings" button, it looks like a gear
- Click "Create a page"
- Select "Brand or Product"
- Select "Product or Service"
- Type in "(Your Name) - Jamberry Nails, Independent Consultant" in the box after the drop-down menu
- Fill in the rest of the information, & please let me know if you need help! There are rules about what can go on your Facebook Business page. You may ONLY use Jamberry approved cover photos. You can find them on the Jamberry Flickr account
<https://www.flickr.com/photos/jamberry>
- You may NOT use any photos of nails with words on the photo unless they are Jamberry official. You may use PLAIN photos and put your own wording separate in your Facebook post. If there are any questions or you aren't sure, ask someone in your upline. (Please refer to the chart at the end of this packet for more information on compliant images!)
- YES you are a real business. You officially own your own business! Congratulations!!

- PostCron

PostCron enables you to schedule entire parties in advance by uploading a CSV file. Here are a few tutorials to help with the learning process:

- Overview:
<https://www.youtube.com/watch?v=nePf4bLBYqs&feature=youtu.be>
- Bulk Uploader:
<https://www.youtube.com/watch?v=adsLr1GfMVU&feature=youtu.be>
- Sign up here: <http://postcron.com>
- Please note, you cannot schedule to events with PostCron at this time.

- Dropbox

Our team uses Dropbox to share all the images for the Facebook Party Script, as well as other important documents, images, and files.

- First go to <https://db.tt/1HlqGRT2> and get an account (that is our referral link, it gets us extra space for our dropbox when you use it, so please do!) and download the software. Once it is installed, go to the Jazzy Jammers dropbox link (please do not share it except with your own recruits!)
- <http://tinyurl.com/JAManistas-DropBox>
- Click the "Download" Button
- Click "Save to my dropbox"

This will now function the same as folder on your computer. You can also access it with any device you have dropbox downloaded to!

- Pro Pay

ProPay is the preferred payment option for most Consultants, and it's free! You get a purple Jamberry debit card, or you can transfer the money to a checking account for 30 cents.

- To sign up: On the workstation click My Account, and then ProPay.

- ProPay is not mandatory. If you do not sign up, you will default to being paid via check. Jamberry charges \$2 to be paid by check, and your check for everything you earn for the entire month is sent to you on the 10th of the following month.

- **Things To Order** *(All of these things are technically optional, but all are a good idea)*

- 7-Day Challenge Cards (For sending out samples - I use these instead of Business Cards)

- Can be found in the Jazzy Jammers Dropbox
 - You will need to edit in your own information.
 - If you do not have editing programs, www.picmonkey.com is great for that purpose.
 - Cheapest place to order is <http://www.gotprint.net> they are just over \$25 including shipping and tax for 1000

- Business Cards (I DO NOT use these, but if you want to, you may google for vistaprint deals)

- You may ONLY order your business cards from Vistaprint or from Jamberry Print Shop in your workstation.
 - <http://jamberrynails.biz.vistaprint.com>

- Extra Samples (Your first set from your kit goes fast!)

- Log into your workstation, click on “Shop” and then select “Promotional and Marketing Materials”
- Scroll down to find the samples, then click add to cart & checkout

- **Training**

- Company Website (Workstation):

- Spend some time familiarizing yourself with the Jamberry Workstation: <https://workstation.jamberrynails.net/login/login.aspx> Use your username and the password you selected during your enrollment to log-in. Go into the different areas, especially My Profile and Training & Marketing to find documents to print, booking information, recruiting information, and videos.
- **Please read the Jamberry Nails Consultant Guide that comes in your kit (also an electronic copy in your training tab) This goes over everything you need to know to get started in your business!**

- Newsletters:

Jamberry will send you a newsletter every month that will keep you up to date on what is happening within the company and usually some great training on how to work our business. They will also sometimes reveal incentives and new wrap designs in these newsletters. There are also daily notes sent from Home Office on the dashboard of your Work Station each day.

- Conference Calls:

Jamberry holds conference calls for all consultants on a monthly basis.

- Your Sponsor & Upline:

Your sponsor & upline contact info can be found on the first page. The first person you should ask any question is your sponsor. If your sponsor isn't available or doesn't know, the next person you can ask is your sponsor's sponsor, or post the question in a Consultant Group. In general, you should never feel like you don't have someone to help, and you are also always welcome to contact your Team Manager.

- **Facebook Party Script**

- We have a fabulous 9 Day Facebook Party script that only members of this team get to use. Your Sponsor should be tagging you in an

informative document about how set up your first party and find script. We have two versions of the script, one in Word and one in Excel. The Excel script is intended to be used with Postcron.

- The scripts can be found here:

<http://tinyurl.com/JAManistas-GoogleDrive>

- **Home Party Script**

- We also an in-home party script:
<http://tinyurl.com/JAManistas-GoogleDrive>

- **Important Jamberry Rules for Consultants:**

- Can't use free shipping codes
- Can't sell sheets for less than \$15 (Except buy 3 get 1 free)
- Can't sell half-sheets (can give away, but not sell)
- Can't profit off other reps (selling sheets to them = \$10.50)
- Can't give incentives for people to sign up
- Not allowed to have Jamberry in your e mail address, FB page link, or website address. You can have Jams, Jammy, Jammin', etc

- **Shipping**

- Items ship directly from Jamberry to the customer unless you collect the orders and place a bulk order.
- Shipping time is 7-10 business days, so 7-14 days from when the order was placed.
- Jamberry ships to the US, Canada, Puerto Rico, Guam, & the Virgin Islands
- You cannot sell to any other countries.

US Shipping Fees:

Order Value	Shipping Rate
\$0 - \$79.99	\$3.99
\$80.00 - \$149.99	5% of Order Value
\$150.00 +	Free Priority Shipping

- **Compensation Plan**

Here are the beginning ranks of the compensation plan. The full plan can be found in your workstation and your documents in your kit.

- There is also a helpful breakdown of the comp plan located here: <http://tinyurl.com/JamCompPlan>

Compensation Plan: Consultant – Team Manager

REQUIREMENTS	CONSULTANT ROLE			TRANSITION		MANAGER	
	Titles	Consultant*	Advanced Consultant	Senior Consultant	Lead Consultant	Senior Lead Consultant	Premier Consultant
Abbreviation	C	AC	SC	LC	SLC	PC	TM
Personal Retail Volume Requirement (PRV)	--	200 PRV	300 PRV	400 PRV	500 PRV	600 PRV	700 PRV
Active Leg Requirement (Active = 200 PRV**)	--	1 Active Leg	2 Active Legs	2 Active Legs	3 Active Legs (1 AC)	4 Active Legs (2 SC Legs)	5 Active Legs (2 LC Legs)
Team Retail Volume Requirement (TRV)	--	--	--	1,500 TRV	3,000 TRV	5,000 TRV	8,000 TRV
LEVEL OVERRIDES***							
Level 1 Override	3%	5%	7%	10%	12%	12%	12%
Level 2 Override	--	--	3%	5%	6%	7%	7%
Level 3 Override	--	--	--	--	3%	4%	5%
ADVANCEMENT + MATCHING BONUS							
Advancement Bonus†	--	--	--	\$100	\$100	\$200	\$500
Matching Advancement Bonus†	--	--	--	\$100	\$100	\$200	\$500
FAST START BONUS							
Level 1	5%	5%	5%	5%	5%	5%	5%
Level 2	--	5%	5%	5%	5%	5%	5%

- **Leadership / Building a Team**

Be sure to look at your goals and the time you want to invest in your business to determine if the leadership role is for you. Not everyone who joins Jamberry Nails has to become a leader and grow a team. However, if you want to maximize the earning potential with Jamberry, growing a team might be something to consider.

As a leader you will be responsible for communicating with your downline and making sure they have all the tools and resources needed to succeed. Make sure you to add them to our team Facebook page to interact and get ideas.

You can create your own team Facebook page (usually when you reach somewhere between Lead Consultant and Team Manager) I would encourage you to hold team incentives and help to motivate your consultants to maximize sales and achieve higher ranks.

- **Fast Start Program**

The New Consultant Fast Start program is designed to help new consultants get their business off to a strong and successful start. If followed, new consultants will earn generous bonus rewards and establish patterns that will move their business forward. You do not have to participate in the Fast Start program but there are wonderful perks if you do!

Fast Start Rewards

FAST START PERIOD IS SIGN-UP MONTH PLUS 3 MONTHS		
Reward Period	Rewards Criteria	Reward
1st period (sign-up month plus 1):	<ul style="list-style-type: none"> • Host 1 Party* • 500 PRV • 1 Recruit 	\$75 retail product credit**
2nd period (2nd full month):	<ul style="list-style-type: none"> • Host 2 Parties* • 600 PRV • 1 Recruit 	\$100 retail product credit**
3rd period (3rd full month):	<ul style="list-style-type: none"> • Achieve Lead Consultant Rank 	\$100 Lead Consultant Advancement Bonus
Achieve all 3: (must have achieved each Rewards Criteria by the Reward Period Deadline)	<ul style="list-style-type: none"> • Achieve Fast Start Periods 1, 2,3 	\$100 retail product credit** Exclusive Fast Start Achiever Pin Special recognition in Newsletter and at Conference

Once a Fast Start Period is completed the next one will begin immediately and any additional volume or recruits carry over.

* A party must hit 150 PRV to qualify.
 ** Retail product credit may not be used to purchase marketing materials, promotional items, taxes, or shipping.

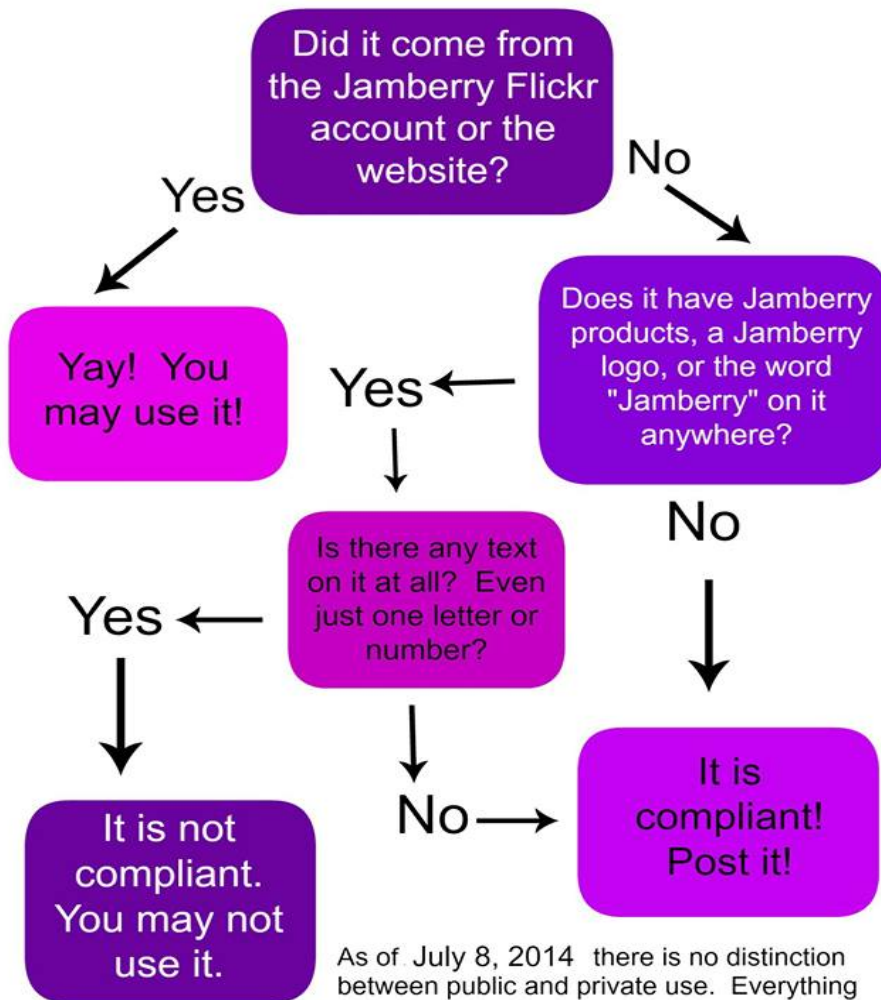
Checklist

- Create Facebook Business Page
- Set up DropBox
- Sign up for PostCron if applicable
- Sign up for ProPay
- Order Business Cards or 7 Day Challenge Cards
- Order extra samples if desired
- Read the Training Section
- Read the Leadership Section
- Read the Compensation Plan & Fast Start Section
- Read the party script
- Set up your Launch Party (if applicable)
- Book SIX parties
- Read Rules for Consultants
- Set up business expenses tracking (TaxBot is great for this!)
- Jamberry University (this is not required, but will help you!)
 - Lesson 1

- Lesson 2
- Lesson 3
- Lesson 4
- Lesson 5
- Lesson 6
- Lesson 7
- Lesson 8
- Lesson 9
- Lesson 10

What images can I use on Social Media? Check out this Compliance document!


Is My Graphic Compliant?



As of July 8, 2014 there is no distinction between public and private use. Everything posted everywhere must be compliant. If you have any questions, please ask your Sponsor or Team Manager.

WHAT SHOULD YOU BE AIMING FOR?*

IF YOU HAVE 8 HOURS A MONTH

<i>average party sales</i>	\$318	
<i>parties per month</i>	at least 2 <small>(4 hours per party)</small>	
<i>commission level</i>	35%	
<i>retail sales</i>	\$636	
<i>commission earned</i>	\$222.60	
<i>gas and other expenses</i>	- \$20	
NET PROFIT: \$202.60		

* The projections listed are not based on actual numbers but reflect averages.

Once you learn the art of party planning and host coaching you'll find you can achieve higher sales per party and spend less time doing it, which means higher hourly earnings for you!

TREAT JAMBERRY AS A PART-TIME JOB

Why stop at two parties a month? Many consultants treat Jamberry like a part-time job and devote close to 40 hours per month to hosting parties. If Jamberry will be a replacement to a part-time job you were considering, your personal sales efforts alone can result in some significant earnings, often earning you're a higher hourly rate than you would likely see at another part-time job.

At only 10 hours a week, you have the potential to earn some nice supplemental income:

HOURS PER MONTH: 40 HOURS A MONTH/10 HOURS A WEEK

<i>average party sales</i>	\$318	
<i>parties per month</i>	10 <small>(4 hours per party)</small>	
<i>commission level</i>	40%	
<i>retail sales</i>	\$3,180	
<i>commission earned</i>	\$1,272	
<i>gas and other expenses</i>	- \$100	
NET PROFIT: \$1,172.00		