



New Memeber Checklist

Activity	Status
Sign off your A\$ET Outsourcing Agreement.	
Activate your corporate email account.	
Update your Email Signature	
Activate your Slack Account	
Update your Mobile Phone Number on Slack	
Update your Personal Photo on Slack	
Activate your Hubspot Account	
Update your Photo on Hubspot	
Activate your eBC Account	
Update your Photo on eBC	
Update your LinkedIn Profile with your Position in eBen	
Follow eBen on Social Platforms	
Attend Onboarding Session 1 (Understand eBen)	
Attend Onboarding Meeting 2 (Effective ePN Lead Generation)	
Attend Onboarding Meeting 3 (Effective Prospecting - Know ePN - Vendors)	
Attend Onboarding Session 4 (Appointments Setting)	
Attend Onboarding Session 4 (Soft Skills)	