Virtual Emily

How to become a Virtual CEO and work with Remote Executives





Ready to change your life?

If you are reading this document, it's because indeed you are totally ready for it and step up your business with the VCEO Life Experience.

The Virtual CEO is a person who knows that mobility and time are the new freedom and therefore, manages the business from a smartphone; knowing that the greatest results will come now that a Virtual Emily is doing the best job to accomplish every single goal and go beyond your expectations.

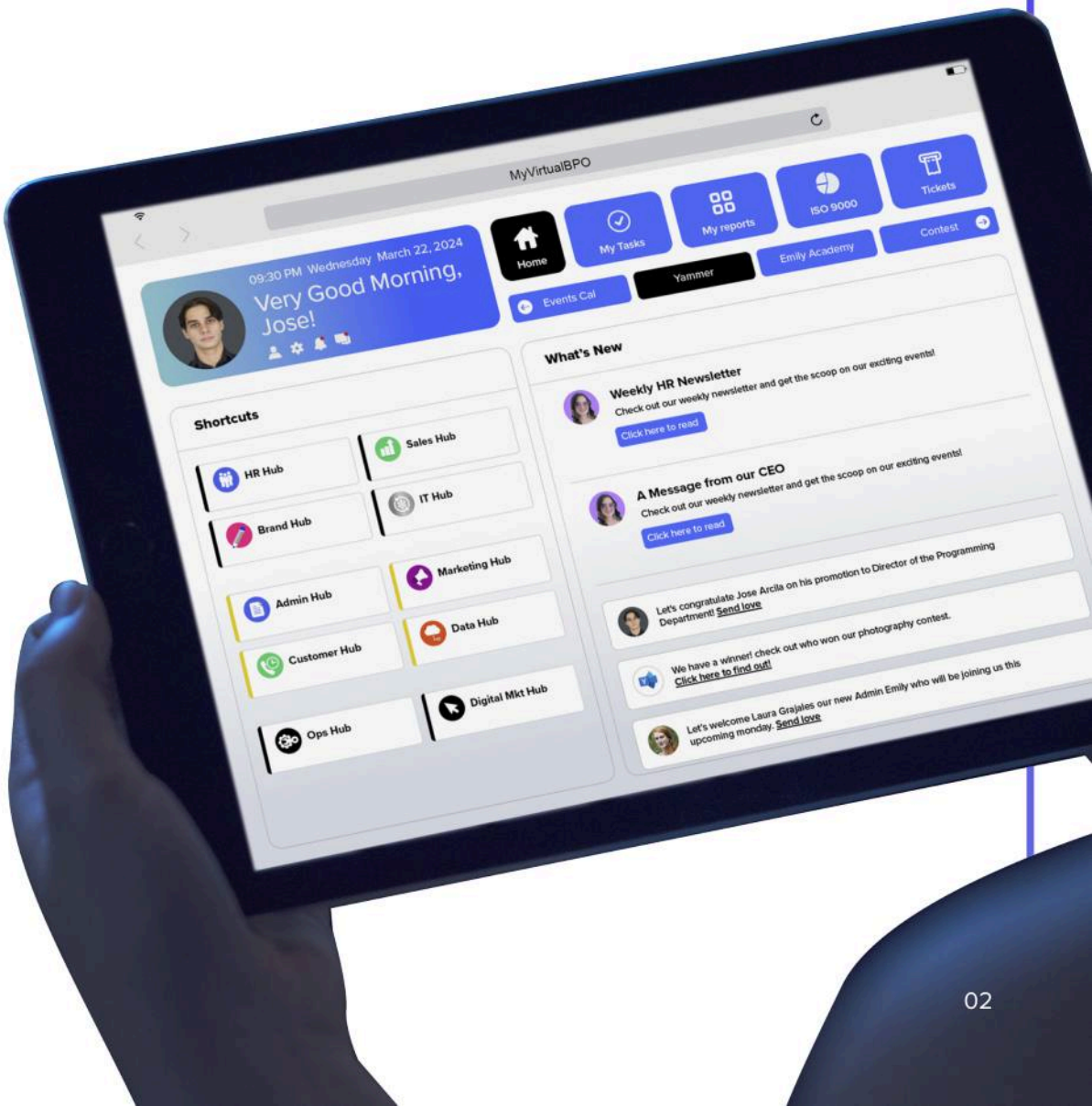
In this document, you will be able to know more about the process and the way we work, in order for you to understand the relevance of Virtual LeadGen and our techniques that will give you the best possible results.

Who is the Virtual CEO?

The Virtual CEO experience is the ultimate mobility experience.

"I literally run my entire company from my smartphone."

I work and live in the Cloud; through the power of Remote Assistants and automatizations, you can transform your life and business.





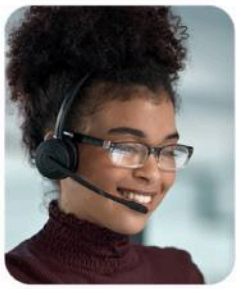




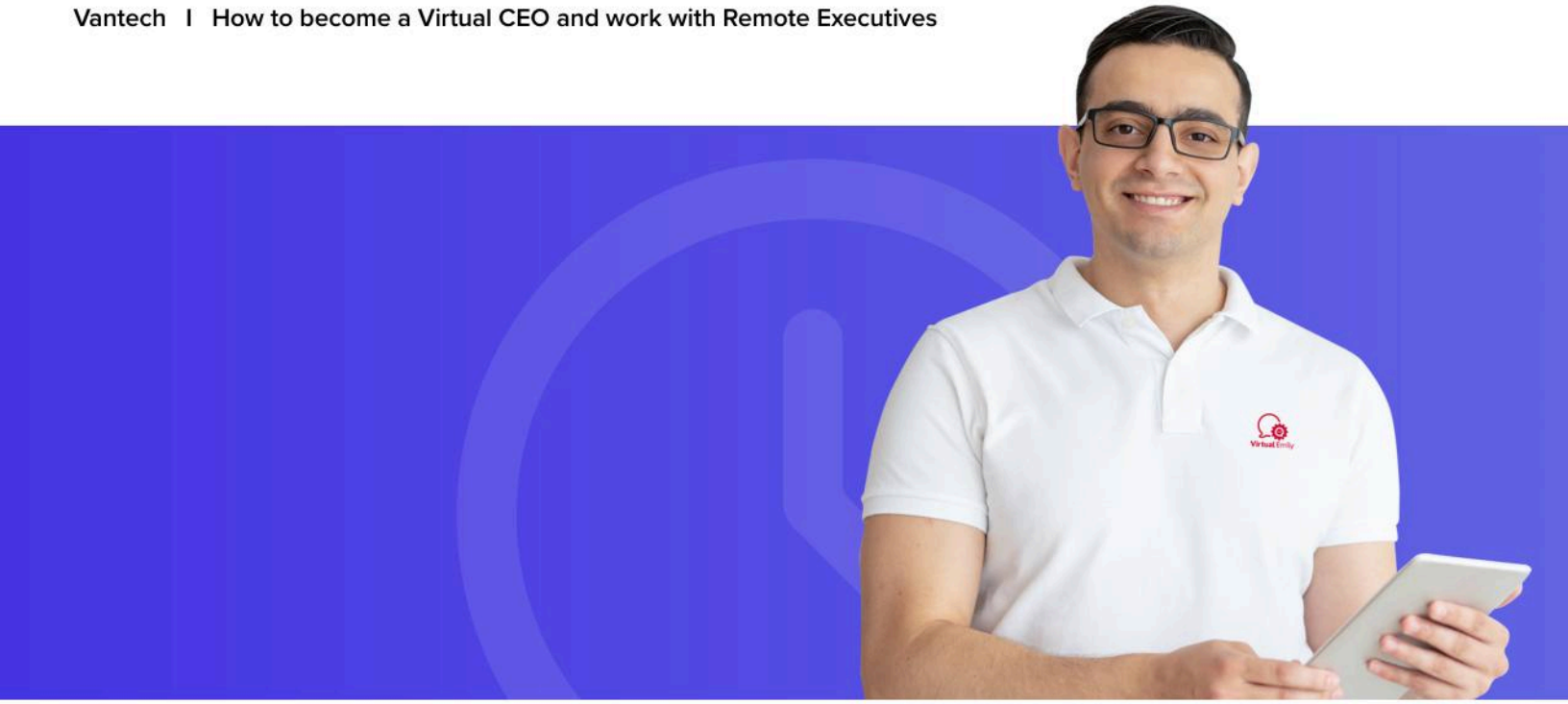


Where is the Virtual CEO?

Virtual CEO is everywhere, an experience for true citizens of the world. Because your company and Remote team are always totally mobile and in the cloud with you through smartphones.







Take the Time to Plan

Many companies set themselves up for failure by not spending enough time planning. If you are on a tight timeline and anxious to get started, it is even more important to slow down and take the proper time to plan.

The time you invest in planning the operation can save you tenfold with outsourcing.
I have delegated most of my basic tasks and automated 60% of my company's core back-end office, marketing, sales, and research tasks with the power of Remote Executives.



What is the objective?

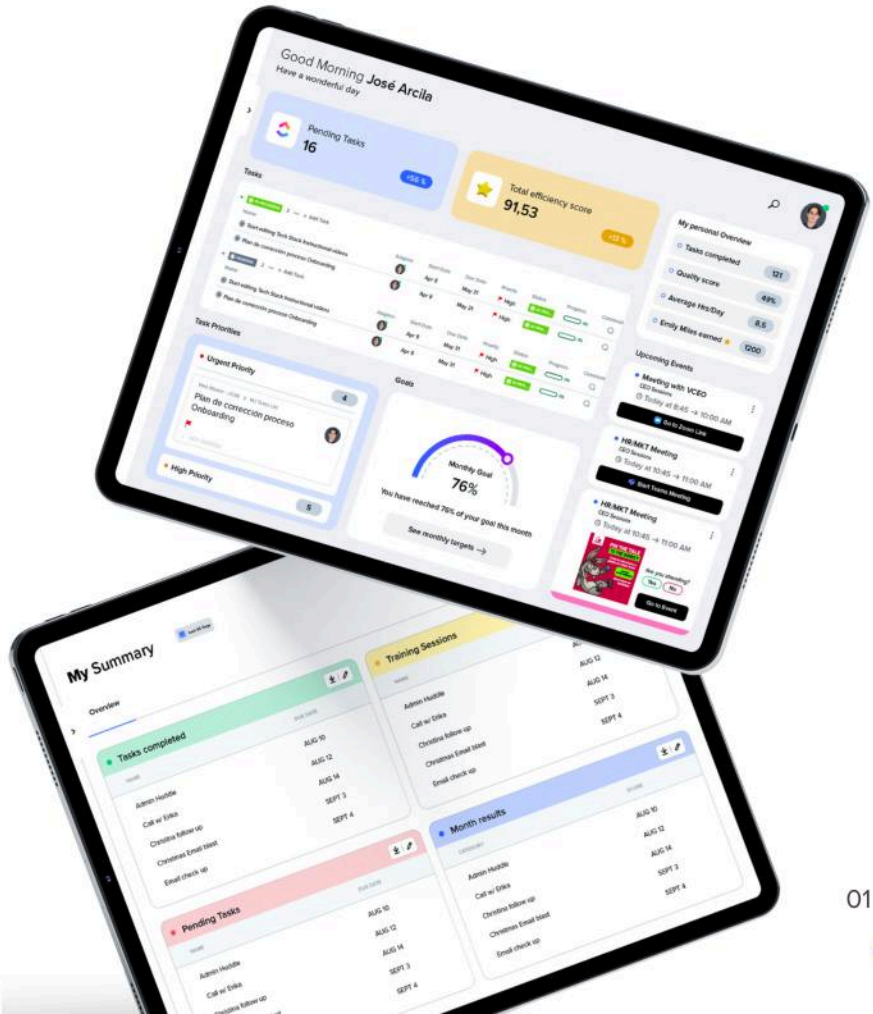
What Is the Objective?
What are your goals?

What do you hope to accomplish?

Save money?
Free up your time?
Generate more sales?

Or do you just want someone to take care of your personal needs while you work?

You decided to outsource for a reason—what specifically did you want to gain?



Think about why you decided to outsource a project rather than getting it done right way. If you wanted to launch a project sooner, how much sooner?

If you wanted to cut costs, how much did you hope to save?
Think in terms of quantifiable data.

Once you have a full list, set them by importance. Figure out which goals have a rigid pass/fail criterion and which have a little flexibility.

However, you choose to do it, just remember that you can't judge whether a project was truly a success (or a failure) if you don't have some KPI's to measure your success criterion. Basically, you need to manage expectations. What do you expect from the end-product?

Types of Emilys



- Chat Support
- Phone/Mail Support
- Inbound Sales



- CEO Assistant
- Back Office
- Project Mgmt.



- Comm. Manager
- Mkt Assistant
- Reports Analyst



- Data Entry
- Data Analyst
- Reports Analyst

WHAT YOU ACTUALLY BUY

Three parts, one experience.

A Virtual CEO is not someone who hired an assistant. It is someone who installed a way of working. That way of working has three parts, and it only produces the result when the three travel together.

01

Specialized consulting

We map the work before anyone is hired: what to delegate, what to keep, the SOPs that describe it and the KPI that proves it is being done. Most outsourcing fails here, not at the hiring.

02

Tailored outsourcing

A vetted professional chosen against that map — across 44 roles, from Admin to Tech & AI, bilingual, trained in the Emily Academy before day one, working your hours under a US contract. Free replacement for the life of the agreement.

03

Technology

Every hour, task and KPI lives in MyVirtualBPO, so the work is visible from your phone instead of reported back to you. AI handles the repetitive part, your Emily handles the judgement.

WHAT THE THREE PRODUCE

The Xperience, and the life it leads to.

Consulting, people and technology are the ingredients. What you sign up for is the programme that puts them together — and what you get back is a different relationship with your own company.

The VCEO Experience

Six steps: you fill out the job order form, we set up tasks and KPIs, you follow the project, the reports start arriving, we keep training the person for you, and you get surveys and reviews. Onboarding, SOPs, tools and reporting are part of it, not extras.

The Virtual CEO Life

Its one result. Not a job title — a way of running the company: you stop operating it and start owning it. Time, mobility and clarity, which is what the founder in these pages means by running the whole thing from a phone.

Where to start

Every line of business has an entry rung and a ladder above it — forty-four rungs in all, from a junior assistant to an AI engineer. The VCEO Calculator scores your operation in eight questions and tells you which rung to start with.

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