



**MICHAEL
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Prospect AI Performance Weekly Reporting Checklist

AI INNER CIRCLE • WEEKLY INTELLIGENCE

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- 1. Audit Current Agents.** List all active AI prospecting agents and their specializations.
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- 2. Configure Agent Cards.** Ensure each agent displays relevant performance stats and descriptions.
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- 3. Centralize Reporting.** Set up a workflow to pull agent data into a weekly summary.
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- 4. Automate Notifications.** Trigger notifications or emails to stakeholders with the latest prospecting results.
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- 5. Schedule Review Meetings.** Set recurring events to review results and optimize agent strategies.
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- 6. Iterate and Upsell.** Use insights to adjust campaigns and pitch expanded prospecting services.