Mobile Outdoor Power Equipment Service Business Working Workbook

Work, Money & Place | Local review edition v2 | November 20, 2026

Editable blank forms come first. Completed fictional examples follow in a separate section. Make a copy of the blank master for your own business; case examples do not supply actual permissions, skill evidence or demand.

Each form is linked to the lessons that use it. Type in the blank response paragraphs, or print and write by hand. The complete course contains the full technical methods and reasoned exercise answers.

Stock scans all eight own-business slots, including opening units and rows after a gap. Confirm the number of filled rows in Stock C23. A mismatch or partial row withholds totals J34 and K34; zero is valid only when no rows are filled. Complete every required zero in a used row.

Your order C19 is only the actual fee withheld from service receipts. It cannot exceed those receipts. Record a genuine additional processor bank debit paid in C47 with its reason, date and statement reference in C48; confirm 0 when none. It is included once in management cost and linked Cash49. Unknown or unreconciled fee data blocks a successful result. Refundable-security fees remain separate in the rental workbook.

Blank working forms

F01 Supported service and competence boundary

Define the exact sellable task without claiming trade competence.

Lessons: L01. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Machine and task

Enter actual model/engine, task and selected manual.

Response _____

_____

Who benefits and service area

State the transport/convenience problem and geographic limits.

Response _____

_____

Task evidence

For each task state observed evidence or unready.

Response _____

_____

Stop boundaries

List conditions that end the offer.

Response _____

_____

Demand first next action

Identify a step that precedes purchases.

Response _____

_____

F02 Demand and stop before purchase decision

Compare the same service and record qualified buying evidence.

Lessons: L02. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Three dated public offers

For each: URL/date, area, model acceptance, scope, total/travel, queue and unknowns.
Response _____

_____

Eligible population

Define who could actually buy the service.
Response _____

_____

Evidence rule and budget

Choose bounded criteria before the campaign.
Response _____

_____

Actual evidence and mismatches

Keep conversations, quotes, approvals and completed paid orders separate.
Response _____

_____

Buy revise wait

Cite evidence, economics and unresolved issues.
Response _____

_____

F03 Local operating conditions and waste register

Resolve the actual base, worksite, coverage and waste route.

Lessons: L03. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Base and worksite permissions

Address/activity, responsible authority, actual dated answer or pending.
Response _____

_____

Registration and taxes

Record each jurisdiction and separate obligation.
Response _____

_____

Coverage evidence

Quote actual policy wording, exclusions and effective dates.
Response _____

_____

Waste streams and acceptance

Classification basis, container/label/transport, receiving business program and receipt.
Response _____

_____

Unresolved hold

Name missing evidence and who must resolve it.
Response _____

_____

F04 Intake identity and recall screen

Prevent wrong-model booking and unsafe starting.

Lessons: L04. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Customer and authority

Name/contact, equipment and site authority, approver.
Response _____

_____

Actual machine identifiers

Frame/model, engine ID, emission year, engine replacement history, manual.
Response _____

_____

Symptoms and maintenance history

Normal operation or explicit fault, incidents, leaks and unknown hours.
Response _____

_____

Recall result

Source/date, actual submitted IDs, result/remedy evidence; never invent a clear result.
Response _____

_____

Site booking result

Parking, outdoor space, local permission, bystanders and hold conditions.
Response _____

_____

F05 Tools stock issue and load check

Issue only task-compatible clean stock and checked tools.

Lessons: L05. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Task kit and instrument status

List specific tools, condition/checks and missing items.
Response _____

_____

Part fluid identity

Record exact package identity and compatible model.
Response _____

_____

Whole pack purchase

Pack cost, units, packs and cash total.
Response _____

_____

Used lost and remaining

Keep full-precision unit costs; separate use from loss.
Response _____

_____

Load return separation

Safe secured clean parts, isolated waste, legal waste capacity.
Response _____

_____

F06 Independent estimate and dated baseline

Price a complete cycle after estimating its resources.

Lessons: L06. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Owner timeline

List every stage/minutes; buffer separately.
Response _____

_____

Independent cost before price

Stock use/loss, cash, vehicle, equipment, overhead and owner value.
Response _____

_____

Price tax and fees

Candidate price after costs; actual tax jurisdiction and invented/quoted fee basis.
Response _____

_____

Result and reserve

Show total cost, remainder, reserve designation and limits.
Response _____

_____

Static baseline and adverse scenario

Freeze dated values and test a worse outcome.
Response _____

_____

F07 Customer estimate confirmation and approval

Provide a complete customer-readable scope before work.

Lessons: L07. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Sender and customer

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Date validity and visit allowance

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Who initiated contact

Record who first contacted whom and why; an invitation is not a legal conclusion.
Response _____

_____

Where and how agreement was reached

Record places, channel, dates and approval status; do not infer rights from the channel alone.
Response _____

_____

Original client request

Preserve the customer’s specific requested work before offering additions.
Response _____

_____

Added goods or services

Record any proposed or accepted addition separately, including none; reassess the sales route.
Response _____

_____

Machine and recall condition

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Selected tasks inclusions and exclusions

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Price tax total and deposit

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Payment changes and cancellation

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Correction and refunds

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Follow up permission

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

Specific approval record

Complete this part of the estimate in ordinary customer-readable language; pending is not approval.
Response _____

_____

F08 Site isolation and preoperation gate

Record observed conditions before hands-on or powered work.

Lessons: L08. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Current practice stage

Record nonrunning practice, instructor assessment and the exact next permitted step.
Response _____

_____

Work and running geometry

Draw stable surface, drainage, containment, openings, people, traffic and outdoor running location.
Response _____

_____

Isolation evidence

Engine off/stopped, valveOFF, cap disconnected/separated, contact temperature safe.
Response _____

_____

Before operation inspection

Record actual guards/controls/bag/blade/fastener/oil/area checks and current manual.
Response _____

_____

Emergency response competence

Record demonstrated exact-model response; missing means unready.
Response _____

_____

Practice release and booking decision

State which tasks are assessed; hold a package containing starting until the failed-stop instruction and observation are documented.
Response _____

_____

F09 Paper filter task record

Capture part identity, contamination and physical closure.

Lessons: L09. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Old element and housing

Record dry/wet, damage, duct/seat and latch condition.
Response _____

_____

Action and authorization

Inspection only or approved compatible replacement.
Response _____

_____

Assembly evidence

Record protected duct, clean seat, proper fit and both tabs locked.
Response _____

_____

Stop referral

Record damaged latch, wet element, mismatch or uncertain seal.
Response _____

_____

F10 Oil change level and waste record

Separate stock dose, dipstick acceptance and lawful disposal.

Lessons: L10. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Oil identity and preparation

Oil grade/API, stopped/level measurement, drain/containment and safe temperature.
Response _____

_____

Quantities

Issue, engine fill, controlled residue/loss, recovery; do not prescribe a dose.
Response _____

_____

Final level and closure

Settled repeat dipstick reading without screwing in;cap secured.
Response _____

_____

Waste route and receipt

Classification, dedicated containers, receiving business program and actual record.
Response _____

_____

Hold condition

Unexpected contamination, leak, unclear reading or unsafe handling.
Response _____

_____

F11 Spark plug condition and installation

Record measured fit/gap/torque rather than an unsupported repair claim.

Lessons: L11. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Condition and part

Old plug condition;correct new part/washer and clean opening.
Response _____

_____

Gap measurement

Record actual metric result before installation and adjustment if needed.
Response _____

_____

Hand seating and tightening

Tool identity/check, no early resistance, selected method and specified setting.
Response _____

_____

Reassembly and boundary

Cap refitted;any thread/cap/insulator problem referred.
Response _____

_____

Readiness evidence

Competent observed practice is required where skill is missing.
Response _____

_____

F12 Limited verification and customer handoff

Document precisely what was observed and what remains outside scope.

Lessons: L12. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Training release and booking status

Link the exact model’s assessed competence; nonrunning practice alone does not release a paid package with starting.

Response _____

_____

Stationary completion

Filter closure,settled oil/cap,plug/cap,no tools/leaks,operating checks.

Response _____

_____

Powered check or not performed

Actual outdoor site,run/normalstop evidence,weather and symptoms;hold if uncertain.

Response _____

_____

Customer handoff

Explain completed tasks,parts,limits and unresolved work.

Response _____

_____

Follow up

Permission, date, actual reply and action;never invent real feedback.

Response _____

_____

Concern referral

State stopped-use reason and appropriate supported next step.

Response _____

_____

F13 Two week campaign and unsent messages

Match eligible prospects, spend and completed new-customer outcomes.

Lessons: L13. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Profile service description

Complete scope,area,limits,contact;no invented reviews/credentials.
Response _____

_____

Permission inquiry follow up drafts

Use the full L13 drafts only after actual authority/permission;send nothing from this course.
Response _____

_____

Fourteen day action record

Dated permitted channels,tasks,spend,owner minutes and qualification/mismatch reasons.
Response _____

_____

Closed matching funnel

Same-period spend and attributable conversations/leads/quotes/bookings/completed paid new customers.
Response _____

_____

CAC and decision

Cash CPL/CAC,owner-time CAC and economic effect;undefined if denominator zero.
Response _____

_____

F14 Cash stock correction and readiness closeout

Reconcile the records and make an honest launch decision.

Lessons: L14. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Cash rollforward

Opening+receipts−purchases−jobcash−fees−refunds−tax−draws−capital.
Response _____

_____

Stock economic reconciliation

Purchased/used/lost/remaining units,full unitcosts and owner/allocation values.
Response _____

_____

Correction refund record

Preserve original invoice;record actual resources and linked refund;no refund beyond receipts.
Response _____

_____

Observable readiness and gaps

Task demonstrations,manuals,site/base/coverage/waste,demand,estimate,hand-off.
Response _____

_____

Decision and next evidence

Ready only for named proven tasks;otherwise wait/revise with a dated concrete step.
Response _____

_____

Completed fictional examples

All people, identifiers, site permissions, measurements, evidence, approvals, work and outcomes are fictional teaching examples. No physical validation, actual practice, customer communication or live serial lookup occurred.

F01 Supported service and competence boundary

Define the exact sellable task without claiming trade competence.

Lessons: L01. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Machine and task

Fictional: HRN216VKA, original GCV170; filter/oil/plug maintenance only, manual 00X31VR8B104.

Who benefits and service area

Fictional: supported Portland households with a permitted outdoor site; no drop-off or mower transport.

Task evidence

Fictional learner: all three operations unready; competent observation and permitted rehearsal not yet obtained.

Stop boundaries

Unknown identity/recall, leak, damaged blade/control, wrong part, poor site or unlearned emergency response: hold/referral.

Demand first next action

Complete L02/F02 actual comparable research before ordering stock.

F02 Demand and stop before purchase decision

Compare the same service and record qualified buying evidence.

Lessons: L02. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Three dated public offers

Fictional rows A workshop $125/drop-off/blade included; B mobile from $95/parts extra/inclusions unknown; C mowing only/no maintenance menu. None is real research or comparable all-in proof.

Eligible population

Fictional target: HRN216VKA owners, routine maintenance only, approved local site and price awareness.

Evidence rule and budget

Invented pilot rule: six qualified conversations, two specific requests at viable price, no unresolved readiness barriers; maximum $60 promotion spend.

Actual evidence and mismatches

Fictional closed cohort: 20 conversations, 6 qualified leads, 3 quotes, 2 bookings, 2 completed paid new customers; blade and battery inquiries excluded.

Buy revise wait

Fictional decision: revise/wait; all-in acquisition $72 exceeds $59.03 pre-reserve order remainder. No actual purchase authorized.

F03 Local operating conditions and waste register

Resolve the actual base, worksite, coverage and waste route.

Lessons: L03. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Base and worksite permissions

Fictional assumption only: approved commercial administrative/storage base and lawful customer-site activity; real permissions remain unverified. No home repair/drop-off assumed.

Registration and taxes

Portland example: Revenue Division account within 60 days; no general Oregon sales tax; actual income and other obligations separately reviewed.

Coverage evidence

Fictional learner: pending insurer review for mobile maintenance, customer equipment, completed work, oil and business vehicle use; not coverage evidence.

Waste streams and acceptance

Fictional P-001 assumes verified commercial used-oil/dry-waste collection, separate streams, job invoice $5.40. No actual collector or Metro fee asserted.

Unresolved hold

No paid oil change until real lawful business waste acceptance and safe storage/transport are resolved.

F04 Intake identity and recall screen

Prevent wrong-model booking and unsafe starting.

Lessons: L04. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Customer and authority

Fictional Mira Chen, mira.chen@example.invalid; scenario owner/site authority assumed; Mira alone approves changes.

Actual machine identifiers

Fictional HRN216VKA, frame MANA-1800000; original GCV170, engine GJAUA-1500000; 2021 emission label; linked manual 00X31VR8B104. No real identity or serial result was verified.

Symptoms and maintenance history

Fictional: normal running reported, no impact/leak/hard pull reported; due routine service; precise hours unknown.

Recall result

Fictional scenario assumes clear current frame/original-engine review; no live serial check or remedy verification performed for this course.

Site booking result

Fictional site P-001 accepted under scenario conditions; a replacement engine or missing label would place booking on hold.

F05 Tools stock issue and load check

Issue only task-compatible clean stock and checked tools.

Lessons: L05. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Task kit and instrument status

Fictional kit: 21 mm plug socket, suitable accurate torque tool at 20 N·m, gap gauge, oil pan/measure/container/containment, clean tray, PPE, spill supplies; actual checks not claimed.

Part fluid identity

Fictional: Honda 17211-Z8B-901 filter; NGK BPR5ES plug; SAE 10W-30 API SJ or later oil; current actual compatibility must be checked.

Whole pack purchase

Fictional: 2 filters/$21.60; 946 mL oil/$8.75; 1 plug/$5.40; 25 cloths/$13.75; 20 bags/$8.40; 50 glove pairs/$15.30; total $73.20.

Used lost and remaining

Fictional issue: 1 filter, 380 mL oil used + 20 mL residue loss, 1 plug, 3 cloths + 1 lost, 1 bag, 2 glove pairs; remaining oil 546 mL.

Load return separation

Fictional checked load: clean tray separate from returns; secured oil containment; no extra gasoline or mower transport.

F06 Independent estimate and dated baseline

Price a complete cycle after estimating its resources.

Lessons: L06. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Owner timeline

Fictional complete order 270 minutes; 45 minutes unused capacity outside actuals. Full sixteen-stage timeline is in Case P-001.

Independent cost before price

Fictional: $193.1317885835 before fees: 15+23.1317885835+10+7+12+126.

Price tax and fees

Fictional: $260 pretax; tax $0.00; one payment; planning 2.9%+$0.30; fee $7.84; no actual processor quote.

Result and reserve

Fictional total $200.97; before reserve $59.03; reserve $15; management remainder $44.03; not accounting net income.

Static baseline and adverse scenario

Accepted teaching baseline 2026-11-20: $260/270 minutes/$200.97; 30 extra minutes reduces after-reserve remainder to $30.03.

F07 Customer estimate confirmation and approval

Provide a complete customer-readable scope before work.

Lessons: L07. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Sender and customer

FICTIONAL ESTIMATE AND CONFIRMATION P-001, version 1. Sender: Alder Field Mobile Maintenance, fictional proprietor Alex Reed; administrative correspondence only: 100 Example Lane, Portland, OR (invented nonmailable teaching address); hello@alderfield.example.invalid; https://alderfield.example.invalid. Customer: Mira Chen, mira.chen@example.invalid; approved outdoor customer site P-001 in Portland, Oregon (fictional, no real parcel).

Date validity and visit allowance

Issued November 20, 2026 at 8:30 a.m. Pacific; valid for acceptance through November 24, 2026 at 5 p.m. Pacific. Fictional approved appointment: November 20, 2026, arrival 10:00–10:30 a.m.; allow about 135 minutes onsite subject to actual conditions, with delay/rescheduling agreed if cooling, inspection or site conditions need more.

Who initiated contact

Fictional P-001: Mira Chen initiated an email to Alder Field on November 19, 2026 at 6:00 p.m., specifically requesting the scheduled oil, paper-filter and spark-plug maintenance on her normally running HRN216VKA. No seller-initiated home solicitation is assumed.

Where and how agreement was reached

Fictional P-001: the quote and approval were exchanged by email before the visit. Mira reviewed the proposal at her fictional Portland home and approved version 1 at 8:45 a.m. Pacific on November 20; Alex confirmed receipt at 8:50 a.m. No new agreement was made at the mower.

Original client request

Fictional original request: oil change/level, paper-filter replacement, plug inspection/replacement and the stated limited verification on the identified normally operating mower, within P-001’s written exclusions and $260 maximum. The selected parts were included in that scope.

Added goods or services

Fictional P-001: no additional sale. Mira’s later blade-sharpening question was declined/referred; no blade work, extra part, new charge or onsite upsell agreement was made. These facts illustrate the record; they are not a blanket statutory-exemption ruling.

Machine and recall condition

Machine: Honda HRN216VKA, frame MANA-1800000, original GCV170, fictional engine serial GJAUA-1500000, 2021 emission label; the scenario assumes documented clear applicable frame/engine recall review, not an actual lookup.

Selected tasks inclusions and exclusions

Requested result: routine maintenance on an otherwise normally operating mower: replace paper filter with Honda 17211-Z8B-901; change engine oil with verified SAE 10W-30 API SJ-or-later, amount controlled by settled dipstick level; inspect and replace plug with NGK BPR5ES, measured gap and specified installation; stationary assembly checks and a limited safe outdoor running/normal-stop observation if all operating gates pass. Includes selected parts/materials, two travel legs within the agreed local area, setup, cleanup, lawful business waste handling and one next-day follow-up. No mower transport. Excludes nonstarting/running-fault diagnosis, blade sharpening/replacement/torque work, drive/cable adjustment, fuel-system work, internal engine repairs, battery equipment, recall/warranty repairs and whole-machine safety certification.

Price tax total and deposit

Fixed pretax price $260.00; Oregon general sales tax $0.00; gross total and maximum authorized charge $260.00. No deposit.

Payment changes and cancellation

One payment is due after completed agreed service and handoff by the agreed electronic method; no customer surcharge is added. If a condition prevents completion, stop and propose a written reduced scope/total or cancel at no charge under this pilot policy; no automatic assessment/trip charge. Additional work, machines or parts require a new written scope and total accepted before action; unsupported tasks are referred even if the customer offers more. Customer may cancel or reschedule without fee, including a prework safety/site hold. No special-order purchase is authorized.

Correction and refunds

Workmanship concerns: contact the sender; stop use for leaks, abnormal vibration, hard/kicking recoil or control failure; the business offers a no-charge review and correction of an attributable maintenance error reported within 14 days, with appropriate referral for unrelated/unsupported faults. This policy does not limit legal rights or promise the cause of every later fault. Refunds, if agreed, are recorded against the original receipt; none is assumed.

Follow up permission

Follow-up: one email November 21, 2026, with customer permission; no marketing enrollment.

Specific approval record

Fictional approval record: Mira Chen approved P-001 version 1, the listed replacement/maintenance scope and $260.00 maximum by email November 20, 2026 at 8:45 a.m. Pacific; Alex Reed confirmed receipt at 8:50 a.m. This is invented approval for teaching, not an actual customer instruction.

F08 Site isolation and preoperation gate

Record observed conditions before hands-on or powered work.

Lessons: L08. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Current practice stage

Separate fictional beginner record N-P01: nonrunning identification/isolation rehearsal only; no starter pull or oil-warming run. Model-specific instructor assessment is not yet obtained. This is separate from competent-operator P-001.

Work and running geometry

Fictional P-001: level protected surface; controlled access; separate clear outdoor test site; no actual geometry validated.

Isolation evidence

Fictional scene: all hands-on controls recorded complete; no fixed cooling duration used as permission.

Before operation inspection

Fictional: no visible damage or operating barrier; blade inspected only, no removal or torque work; actual competency not claimed.

Emergency response competence

Learner: competent instruction and observed response to failed stop control pending; powered checks unready.

Practice release and booking decision

Fictional N-P01 decision: HOLD powered practice and HOLD the paid oil/filter/plug package with a start. Next action: arrange permitted competent HRN216VKA instruction and observed assessment. P-001’s assumed success cannot be used as learner evidence.

F09 Paper filter task record

Capture part identity, contamination and physical closure.

Lessons: L09. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Old element and housing

Fictional: ordinary dry dust; housing/seat/cover tabs sound; no liquid contamination.

Action and authorization

Fictional P-001 version 1 includes replacement; Honda 17211-Z8B-901 fitted.

Assembly evidence

Fictional: no debris introduced; correct element fit; both tabs fully engaged.

Stop referral

Alternate fictional branch: broken latch means no run; refer for supported housing/cover work; no tape closure.

F10 Oil change level and waste record

Separate stock dose, dipstick acceptance and lawful disposal.

Lessons: L10. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Oil identity and preparation

Fictional SAE 10W-30 API SJ or later; warm oil drain after controlled outdoor operation; hands-on isolation and safe contact conditions.

Quantities

Fictional: 400 mL issued: 380 mL engine + 20 mL controlled residue; about 350 mL used oil recovered; no leak or discharge.

Final level and closure

Fictional repeat upper-mark reading on level mower; cap secure. 380 mL is observed fiction, not a required dose.

Waste route and receipt

Fictional lawful commercial collector record P-001-W, $5.40 includes waste handling; no actual acceptance or facility fee claim.

Hold condition

Alternate fictional: fuel smell/oily filter or uncertain level stops operation and requires qualified assessment.

F11 Spark plug condition and installation

Record measured fit/gap/torque rather than an unsupported repair claim.

Lessons: L11. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Condition and part

Fictional old plug worn but intact; new NGK BPR5ES; no chipped debris or thread defect.

Gap measurement

Fictional measured 0.75 mm; within 0.7–0.8 mm specification; not a measurement taken for this course.

Hand seating and tightening

Fictional hand seated normally; checked suitable torque tool set 20 N·m; no angle turn added after torque.

Reassembly and boundary

Fictional cap refitted after tasks; no thread repair, open-spark test, anti-seize or fuel diagnosis.

Readiness evidence

Learner task status unready until actual permitted demonstration; written answers alone do not qualify.

F12 Limited verification and customer handoff

Document precisely what was observed and what remains outside scope.

Lessons: L12. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Training release and booking status

Separate fictional beginner N-P01: no model-specific failed-stop instruction or observed assessment yet; powered verification not performed. Package booking remains HOLD. Next action is competent instruction/assessment recorded in F08, not a test start.

Stationary completion

Fictional P-001 stationary checks passed under scenario facts; no actual testing.

Powered check or not performed

Fictional limited outdoor run at 72°F, at least 3 minutes after cold start; normal quick stop recorded; no load/cut-quality test.

Customer handoff

Fictional Mira received selected maintenance record; no whole-machine certification, blade repair or long-term performance promise.

Follow up

Fictional permitted email 2026-11-21; Mira reports no issue after ordinary use; no actual contact occurred.

Concern referral

Alternate fictional failure of quick stop: do not use; authorized Honda repair; no novice improvised shutdown procedure.

F13 Two week campaign and unsent messages

Match eligible prospects, spend and completed new-customer outcomes.

Lessons: L13. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Profile service description

Use the complete unsent fictional Alder Field description in L13. Actual business eligibility and readiness must be resolved.

Permission inquiry follow up drafts

Unsent fictional inquiry reply asks for the exact model and engine, ordinary running condition, site, and written scope. One follow-up is used only if requested.

Fourteen day action record

Fictional days 1–4: research, permission and profile. Days 5–7: opt-in research. Days 8–10: quotes. Days 11–12: permitted follow-up. Days 13–14: close the cohort.

Closed matching funnel

Fictional: $60.00 cash spend and 180 marketing minutes; 20 conversations, six qualified leads, three quotes, two bookings, and two completed paid new customers. No open order is counted.

CAC and decision

Fictional cash cost per lead: $10.00. Cash acquisition cost: $30.00. All-in acquisition cost: $72.00. A same-scope acquired order is negative $12.97 before reserve and negative $27.97 after reserve. Organic P-001 stays unchanged; revise the campaign or wait.

F14 Cash stock correction and readiness closeout

Reconcile the records and make an honest launch decision.

Lessons: L14. Complete the blank fields for your own proposed operation. The separate filled examples are fictional teaching records; do not copy their approvals, measurements or readiness into real work.

Cash rollforward

Fictional: $600.00 + $260.00 − $73.20 − $15.00 − $7.84 = $763.96. The $15.00 reserve remains inside bank cash; $748.96 remains after that designation only.

Stock economic reconciliation

Fictional stock remaining: $50.0682114165. Consumed/lost stock: $23.1317885835. Owner value: $126.00. Vehicle $10.00, equipment $7.00 and overhead $12.00 are economic allocations.

Correction refund record

Fictional actual case: no correction or refund. Alternative $40.00 refund retains the $7.84 fee, leaves bank cash of $723.96, and leaves $4.03 after reserve.

Observable readiness and gaps

Real reader: practice, permissions, insurance, actual demand and emergency response are unverified. The combined offer remains unready until these are resolved.

Decision and next evidence

Fictional business decision: revise acquisition cost or the service model before launch. Real next action: complete F02 and arrange permitted competent practice before purchases.