The 10-Minute Daily Affiliate Routine

A Pickzox exclusive bonus for Affiliate OS buyers.

The exact daily and weekly routine that keeps your numbers honest.

Do the daily routine at the same time every day. Ten minutes is enough once the habit exists.

Daily: Minutes 1-3 - Log

[ ] Log clicks from your ad platform or network stats.

[ ] Add new leads with a follow-up date and pipeline stage.

[ ] Record new sales: transaction ID, commission, currency, status.

[ ] Log ad spend and expenses in their real currency.

Daily: Minutes 4-6 - Follow up

[ ] Open the Leads page. Anyone with a follow-up due in the next 3 days gets contacted TODAY.

[ ] Move pipeline cards to their correct stage.

Daily: Minutes 7-10 - Decide

[ ] Glance at the Dashboard: Net Profit, ROI, ROAS, EPC.

[ ] Make ONE decision: pause a loser, feed a winner, or change nothing. Write it down.

Weekly: 30 minutes (one fixed day)

[ ] Run a one-click full backup and confirm it saved.

[ ] Open the Campaign Report, sorted by profit. Review every active campaign.

[ ] Check the Sub ID report: which placement and creative earned the best EPC?

[ ] Review refunds/chargebacks - do they reveal a traffic-quality problem?

[ ] Run the System Health scanner and fix flagged records.

[ ] Set next week's single priority: one campaign to scale, one to fix, or one test.

Monthly: 1 hour

[ ] Compare this month's Net Profit to last month's. What changed and why?

[ ] Which traffic source deserves more budget next month?

[ ] Audit Sub ID definitions - still consistent?

[ ] Export a CSV archive of the month for your records.

Habit rules

1. Same time, same place, every day. 2. Never skip logging - a gap day becomes a gap week. 3. Ten honest minutes beats an hour of guessing. 4. Backup weekly, no exceptions.