



Les Encres, LLC  
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www.LesEncres.com

Welcome to the Les Encres Family! As your Canvas Session date approaches, please use this checklist as your guide to ensure a smooth and successful coaching day.

Your Sales Partner's Name is: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_

### 2 Weeks Prior to Your Session

- Complete the pre-session assessment via the link emailed to the addresses provided on your session application.  
**\*\*Each session attendee MUST complete this assessment prior to your session date \*\*** Double check your "Junk" folder and look for any message from lesharednoreply@gmail.com, Subject: Canvas Manual & Assessment Link - Action Required
- Read and review our digital 54-page Canvas Guide. This guide must be thoroughly studied PRIOR to your Session date.
- Begin to prepare your support staff for the busy upcoming session date.  
Identify who will be responsible for securing pre and post treatment and what device(s) will be needed.
- Review the "Ideal Model Selection Guide" and secure your Canvas Session Models.
- Connect with Les Encres via Social Media! Follow us on:
  - Instagram at les\_encres
  - Facebook at Les Encres
  - LinkedIn at Les Encres, LLC
- Begin to gather the necessary supplies for your session date. Throughout your Session, you and your team will need:
  - Small sharps container
  - Surgical marking pen
  - 4x4 non-woven gauze
  - 18 gauge 1" needle
  - Cotton tipped applicators
  - 3 ml syringe
  - 1 ml syringe
  - 30 gauge ½" needle
  - Small trash can
  - Arnica to minimize bruising
  - Powder-free gloves
  - Antibacterial solution (chloraprep or chloroxynol 3%)
  - Ice packs to minimize swelling and discomfort
  - Mayo stand/tray w fenestrated drape or cloth
  - Suture removal scissors or small surgical scissors
  - Topical numbing **ointment** (benzocaine, lidocaine, tetracaine combo)
  - 1% or 2% Lidocaine with or without epinephrine (1:100,000)
  - Sodium Bicarbonate 8.4% (0.9:0.1ml)
  - Hand held mirror for consultation purposes

### 3 Days Prior to Your Session

- Print out and discuss with demo models the consent and post care form:  
([https://drive.google.com/file/d/1u1\\_9sjqunOvx9HYjw1Hs3NkGXyKBK1l/view](https://drive.google.com/file/d/1u1_9sjqunOvx9HYjw1Hs3NkGXyKBK1l/view))
- Confirm arrival times and treatment area(s) with demo models.
- Print Post Care Instructions and place them in an easily accessible location for retrieval during your session:  
([https://drive.google.com/file/d/1vXUg8Wso66K9hk-N6pZ47Z\\_cN84jXkrc/view](https://drive.google.com/file/d/1vXUg8Wso66K9hk-N6pZ47Z_cN84jXkrc/view))
- Review the Canvas Session Guide one more time and notate any questions you may have.
- Review page two of this document to see the overall flow of your Session Day.

More on page 2...

## The Big Day!

- Prepare for your Les Encres staff to arrive 30 min prior to the scheduled start time.
- Place all necessary Session papers and supplies in an easily accessible and designated session area.
- Provide copies of the model consent forms to your Les Encres Sales Partner.
- Secure pre and post treatment photographs of your demo models.
- Schedule a follow up appointment with your Les Encres Sales Partner to discuss next steps.
- Check your email to complete your post-session assessment and evaluation.

Upon receipt of your post-session assessment Les Encres will mail you your Certificate of Completion.

- Continue to practice new injection techniques.
- Announce to your patient base the exiting new procedure and begin to use the marketing materials provided to you by you Les Encres Sales Representative.

## 1 Week Post Your Session

- Your Thread Credit Package and Business Development Tools will arrive during this time frame.
- Continue to practice new injection techniques.
- Continue to market to your patient base the exiting new procedures and work closely with your Les Encres Sales Partner to maximize their knowledge and expertise to help you grow your threading practice!

## Important Information

### Clinical Specialist

clinical@lesencres.com

### Customer Service

sales@lesencres.com

### Toll Free Number

888-763-5527

- ✓ 3-5-day delivery fee for all orders under \$1799: \$30
- ✓ Complimentary 3-5-day delivery for all orders above \$1800  
You may upgrade the 3-5-day delivery to standard overnight for a \$40 fee
- ✓ 2-Day delivery for all orders: \$55
- ✓ Standard overnight\* delivery for delivery by close of next business day: \$75
- ✓ Rush overnight\* delivery for delivery by 10:30 am next business day: \$95  
*\*All overnight orders MUST be received by 2pm*

**Les Encres can only ship orders Monday-Thursday. Cut off time on Thursday is 2pm.**

## Sample Session Day Schedule

Subject to your start time and pre-selected treatment areas:

<b>9:00-10:00</b>	Didacts Review ( <b>Digital Canvas Guide should be studied PRIOR to the date of your session</b> ).
<b>10:00-10:30</b>	Review of an Ideal Thread Candidate and Treatment ROI.
<b>10:00-10:45</b>	1st Model arrives. A member of your Staff who is NOT attending the session should take before photos, receive signed consent documents and apply numbing ointment to the model at this time.
<b>10:30-11:00</b>	Review of Thread Patterns and Placement.
<b>11:00-12:00</b>	1st Model Treatment (Ideally a Mono & Screw Thread Treatment).
<b>11:45-12:00</b>	2nd Model arrives. A member of your Staff who is NOT attending the session should take before photos, receive signed consent documents and apply numbing ointment to the model at this time.
<b>12:00-1:30</b>	2nd Model Treatment (Ideally Mid Face Lift with Lower/Upper Eye Threads).
<b>12:00-1:30</b>	3rd Model arrives. A member of your Staff who is NOT attending the session should take before photos, receive signed consent documents and apply numbing ointment to the model at this time.
<b>1:30-2:30</b>	3rd Model Treatment (Ideally a Neck Lift and Lips).
<b>2:30-3:00</b>	Review of combination modalities with Threads. General Q&A.