



Navifex Pro

FREE COURSE FOR PARTNERS • ENGLISH

Partner Course

A client-hunting guide for Navifex partners

You find the clients. The Navifex team does the work.

How to use this guide

Read one lesson a day and act on it the same day. In the scripts, replace anything in [brackets] with your own details. The same course is online, with quiz and progress tracking: navifexpro.com/partner-course-en

CODE

NVX-XXXX

LINK

navifexpro.com/referral/NVX-XXXX

WHATSAPP

+92 313 0111349

START FORM

navifexpro.com/start

SAMPLES

navifexpro.com/samples

CLIENT

5% off

YOU

20% of every payment

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Your job and Navifex's job

As a partner you have one job: find business owners who need marketing, and bring them to Navifex. The Navifex team handles the deal, the work and the delivery. You do not need to know design, ads or coding.

You only need to know which problem each service solves. These are Navifex's 9 services:

Social media management

Running Instagram, Facebook and TikTok pages with regular posts, captions and replies. For: shops, restaurants, salons and clinics that have no time for it.

Content creation

Designs for posts, carousels, reels and product photos. For: brands whose posts look old or weak.

Video editing

Professional editing for reels, YouTube videos and ad videos. For: creators, coaches and brands who shoot videos but cannot edit them.

Meta ads

Paid ads on Facebook and Instagram, shown to the right people. For: online stores, real estate and courses that want customers quickly.

Google ads

The business shows at the top when someone searches on Google (for example "AC repair Lahore"). For: services people search for.

SEO

Better ranking on Google search and Google Maps without paying for ads. For: local businesses and websites that do not show up in search.

Website development

A business website or a Shopify online store. There are ready templates the client can look through and pick from. For: businesses with no website, or an old one.

AI chatbots

Automatic replies 24 hours a day on WhatsApp, Instagram or a website. For: businesses that reply to DMs late and lose customers.

Lead generation and tracking

Using ads, forms and tracking to collect contacts of people who want to buy. For: real estate, education, clinics and B2B.

Samples for every service are here: navifexpro.com/samples. When a client wants to see the work, send this link. For website designs you can also show templates.navifexpro.com.

Prices are not public. Every client needs something different, so the Navifex team always gives the price in the free consultation. Never quote a price or a guess yourself.

LESSON 02

Set up your accounts, step by step

People check you first, then they listen to you. So keep 4 places clean: WhatsApp Business, Facebook, Instagram, LinkedIn, plus one Google account. Use the same name and the same photo everywhere.

1. WhatsApp Business

- 1 Install the app**
Install "WhatsApp Business" from the Play Store or App Store (not the regular green WhatsApp). Verify your number. A separate SIM is better, but your own number also works.
- 2 Name and photo**
Use your real name, for example "Ali Raza | Marketing Partner". Use a clear, well-lit, friendly photo of yourself. Do not use the Navifex logo as your photo, or people will think this is Navifex's official number.
- 3 Business profile**
Settings > Business tools > Business profile. Category: Advertising/Marketing. Description from the script below. Put your referral link in the website field. For address, just your city.
- 4 Greeting and away message**
Turn on Business tools > Greeting message so new contacts get a polite reply straight away. Set an away message for the night.
- 5 Quick replies**
Save 3 messages under Business tools > Quick replies: /intro (who you are), /samples (the samples link), /code (your code and link). It saves time.
- 6 Labels**
Label your chats: New lead, Follow-up, Sent to Navifex, Paid. You always know where each person is.

WHATSAPP BUSINESS DESCRIPTION

Partner at Navifex Pro. I connect businesses with the Navifex team for social media, ads, websites and AI chatbots. Free consultation, and 5% off with my code. Samples: navifexpro.com/samples

2. Facebook and Instagram

- 1 Clean up your Facebook profile**
Keep your real name on Facebook. Use the same profile photo as WhatsApp. Keep the cover photo simple. In your intro write: "Marketing partner at Navifex Pro | [City]". Hide old public posts you would not want a client to see.

2 Professional mode (optional)

You can turn on "Professional mode" on your Facebook profile so your public posts reach more people. Do not create a separate Page in Navifex's name.

3 Instagram professional account

Instagram > Settings > Account type and tools > Switch to professional account. Choose the category "Marketing" or "Entrepreneur". Creator or Business both work.

4 Bio and link

Write your bio from the script below. Put your referral link (navifexpro.com/referral/NVX-XXXX) in the link field. Add your WhatsApp Business number to the contact button.

5 Highlights

Make 4 highlights: Services, Samples, Q&A, Contact. 2 or 3 stories in each is enough.

INSTAGRAM BIO

Marketing partner @ Navifex Pro
I connect businesses with the right team for social media, ads and websites
Free consultation + 5% off with my code
Talk to me through the link below

3. LinkedIn

1 Profile basics

Real name, the same photo and a simple banner. Your city as location.

2 Headline

For example: "Helping local businesses grow online | Partner at Navifex Pro".

3 About

3 or 4 lines: who you are, what kind of businesses you talk to and how to reach you. There is a script below.

4 Experience

You can add "Referral Partner, Navifex Pro" under experience. Do not write employee or manager. Keep it true.

5 Connections

Connect with people you know first, then business owners, shop owners and doctors in your city, 10 to 15 a day.

LINKEDIN ABOUT

I help local businesses in [City] grow online. I am a partner at Navifex Pro: I connect businesses that need social media, ads, a website or an AI chatbot with the Navifex team, and I stay with them through the process.
Message me for a free consultation. My code gets you 5% off.

4. Google account

1 A clean Gmail

Create a Gmail with your name, for example ali.raza.marketing@gmail.com. Do not give clients a funny or old email address.

- 2 Photo and name**
Use the same photo and name on your Google account. It shows in Gmail, Meet and Sheets.
- 3 Lead sheet**
Make a sheet in Google Sheets (the columns are in Lesson 10). Keep the Sheets app on your phone.
- 4 Calendar reminders**
Put every follow-up date in Google Calendar so no lead is forgotten.
- 5 Google Maps**
Use Maps to find businesses in your area (Lesson 4).

You do not need a Fiverr or Upwork account. You are not freelancing, you are only bringing clients to Navifex.

How to look trustworthy

One name, one photo, everywhere

People look you up from WhatsApp to Instagram. When everything matches, they trust you.

Be honest

Call yourself a partner, not an employee. Say early on that the client pays Navifex directly.

Reply quickly and politely

Check messages 2 or 3 times a day. A short "Sure, I will check and get back to you" is enough.

Show work on your profile

Share samples, tips and Navifex posts (Lesson 3). Nobody trusts an empty profile.

LESSON 03

What to post, and how

The point of posting is not to sell. It is to show that you understand this work and that people can ask you about it. Fewer "buy our service" posts, more useful ones.

Post ideas

Show samples

Share a Navifex sample (navifexpro.com/samples) and say what kind of business it suits. Always give credit: "Work by the Navifex team". Never call someone else's work your own.

Short tips

"How to add your business to Google Maps", "What to write in your Instagram bio", "What you lose when you reply to DMs late".

Before and after

An old, messy design next to a new, clean one (from Navifex samples). People see the difference at once.

Question posts

"Where do most of your customers come from? Tell me in the comments." This starts conversations.

Your week

"Met 6 shop owners this week. They all had the same problem..." Real, nothing made up.

Navifex posts

Share Navifex Pro's Instagram or Facebook posts to your story and add your code.

CAPTION: SAMPLE POST

The Navifex Pro team made this for a restaurant.
When your menu and page look this clean, ordering becomes easy for customers.
Run a business and want your page fixed? DM me and I will set up a free consultation. 5% off with my code [NVX-XXXX].

CAPTION: TIP POST

Your shop does not show up on Google Maps? Check these 3 things:

1. Do you have a Google Business Profile?
2. Are your hours and phone number correct?
3. Do you have good photos and a few reviews?

Message me if you want help with any of this.

CAPTION: QUESTION POST

A question for business owners: where do most of your customers come from? Walk-in, Instagram, WhatsApp or Google?
Tell me in the comments and I will share a short tip for each.

How often to post

Instagram / Facebook

3 posts a week. 1 to 3 stories a day.

WhatsApp status

1 status a day. Not more, or people mute you.

LinkedIn

2 posts a week, plus useful comments on other people's posts.

After every post

Reply to every comment or DM within 24 hours.

How to behave in groups

Do

- Read the group rules before you post
- Answer other people's questions usefully first
- Share your number when someone asks for an agency or marketing help
- At most one promo post a week (if the group allows it)

Don't

- Pasting the same message in every group
- Messaging people's inboxes without being asked
- Dropping your link under other people's posts
- Fake reviews or "this helped me so much" comments

One good post you wrote yourself beats 10 copy-pasted ones.

LESSON 04

Who to talk to

Before chasing big brands, start with people who know you and businesses in your own area.

People you know

Relatives, friends and old classmates who own a business or know someone who does. The trust is already there.

Local shops

Clothing, mobile shops, bakeries, pharmacies, hardware. Their Instagram page and Google Maps listing are often weak.

Restaurants and cafes

Menu designs, reels, Google Maps reviews and a WhatsApp ordering chatbot.

Clinics and doctors

Google Maps, Google ads, a WhatsApp chatbot for appointments and a clean website.

Real estate

Meta ads and lead generation, to get contacts of serious buyers.

Schools and academies

Ads and leads at admission time, and regular social media posts.

Salons, gyms and online brands

Content, reels, Instagram management, a Shopify store and ads.

How to tell they need help

Spend 2 minutes checking the business before you message. Whatever gap you see becomes the point of your message.

No website

→ [Website or a ready template](#)

No Instagram post in 2 to 3 months

→ [Social media management](#)

Old or blurry designs

→ [Content creation](#)

Not on Google Maps, or few reviews

→ [SEO and Maps listing](#)

DMs answered hours later

→ [AI chatbot](#)

Videos exist but the editing is rough

→ [Video editing](#)

Running ads but getting no results

→ [Meta ads, Google ads, lead tracking](#)

Keep a list: business name, number or Instagram, the gap you saw, when you messaged, what they replied.
Add 10 new names a day.

LESSON 05

How to talk: messages, follow-ups, calls, visits

Three rules for a good conversation: keep it short, keep it personal (the business name and one thing you noticed yourself), and keep it respectful. Replace anything in [brackets] with your own details.

First message

TO SOMEONE YOU KNOW

Assalam o Alaikum [Name], hope you are well.

These days I work as a partner with Navifex Pro, a digital marketing agency in Lahore: social media, ads, websites.

If you have ever thought about growing [business name] online, I can set up a free consultation for you.

My code [NVX-XXXX] also gets you 5% off.

No pressure at all, just let me know.

INSTAGRAM DM TO A BUSINESS

Assalam o Alaikum! I came across your page and really liked your [product].

One thing I noticed: [your last post is 2 months old / there is no website link in your bio].

The Navifex Pro team helps with exactly this. If you like, they can walk you through a simple plan in a free consultation.

Let me know if you are interested and I will send the details.

GOOGLE MAPS BUSINESS (ON WHATSAPP)

Assalam o Alaikum, my name is [your name].

I saw [business name] on Google Maps. Your reviews are good but there is no website, and these days customers check online first.

Here are some samples of Navifex Pro's work: navifexpro.com/samples

If you like them, I can book a free consultation. My code [NVX-XXXX] gets you 5% off.

LINKEDIN MESSAGE

Assalam o Alaikum [Name], thanks for connecting.

I work with Navifex Pro. We help [industry] businesses grow online.

If you ever want to talk about marketing or a website for [company], I can set up a free consultation with the team. Thank you for your time.

Follow-ups

If there is no reply, send one follow-up after 3 to 4 days, then a last one a week later. After that, stop. More than three messages is spam.

FOLLOW-UP 1 (AFTER 3 TO 4 DAYS)

Assalam o Alaikum [Name], just a reminder about the free consultation. If now is not a good time that is fine, tell me when would suit you better.

FOLLOW-UP 2 (LAST ONE)

[Name], I will not bother you again. Whenever you want work done on [Instagram / website / ads], remember me. My code is [NVX-XXXX] for 5% off. Thank you!

Phone calls

- 1 Ask first**
"Assalam o Alaikum, this is [Name]. Do you have 2 minutes?" If not, ask for a better time and hang up.
- 2 Give the reason**
"I saw your [page / Google listing] and noticed [what you saw]. That is what I wanted to talk about."
- 3 2 questions**
"Where do most of your customers come from now?" and "What feels most missing online?" Then listen.
- 4 Next step**
"I can set up a free consultation with the Navifex team, they will give you an honest plan. Tomorrow or the day after, which is better?"
- 5 After the call**
Send a short WhatsApp summary with your code straight away, and note it in your sheet.

Visits (walking into a shop)

- 1 Pick the right time**
Do not go during rush hours. For shops, 12 to 3 pm is often better. For restaurants, between meal times.

- 2 Talk to the owner**
First ask who the owner or manager is. Do not give a long talk to the staff.
- 3 Show work on your phone**
Keep the samples page open and show 2 or 3 pieces that match their kind of business.
- 4 Get the number**
Do not try to sell. Just get their WhatsApp number and say you will send samples and details.
- 5 Message the same day**
Once you are home, message them and mention the visit.

MESSAGE AFTER A VISIT

Assalam o Alaikum [Name], this is [your name], I visited your shop today.
As we discussed, here are the Navifex samples: navifexpro.com/samples
Whenever you are ready I will set up a free consultation. My code [NVX-XXXX] gets you 5% off.

Do not message or call after 9 pm, or during Friday prayers.

LESSON 06

Clients through referrals

The easiest client is one you reach through someone they know. Your friends and relatives may not be clients themselves, but they know business owners.

- 1 Make a list**
Write down 20 people who know a lot of people: friends with shops, teachers, doctors, property dealers, committee organisers.
- 2 Ask directly**
No hinting. Tell them what you do and what kind of business you are looking for.
- 3 Ask for an introduction**
Do not just ask for a number. Ask if they would talk to the person first and introduce you.
- 4 After the introduction**
Message the same day and mention who referred you.
- 5 Say thank you**
Thank the person who introduced you, whether or not a deal happens.

ASKING A FRIEND FOR A REFERRAL

I need a small favour. I am a partner with Navifex Pro, I connect businesses with their team for social media, ads and websites.
Do you know anyone with a shop, clinic or brand who wants to grow online?
If yes, could you ask them first whether I can get in touch? Thanks a lot.

FIRST MESSAGE AFTER AN INTRODUCTION

Assalam o Alaikum [Name], my name is [your name]. [Referrer's name] gave me your number and told me you run [business].

I am a partner with Navifex Pro. If you want more customers online, I can set up a free consultation with their team. My code also gets you 5% off.

When would be a good time to talk?

WHATSAPP GROUP INTRO (WITH THE REFERRER)

Assalam o Alaikum! [Client's name], this is [your name], the person I mentioned.

[Your name], [Client's name] runs [business] and wants to talk about online work.

You two can talk here. Thank you!

A referred client comes because they respect the person who referred them. Treat them with extra care.

LESSON 07

Why a client should come through you

A client can message Navifex directly. So why come through you? There are only two reasons, and you should say them honestly:

1. Your personal help

You set up the consultation, explain the client's needs clearly to the team, follow up, and the client can come to you if anything goes wrong. They have someone they know on their side.

2. 5% off with your code

When the client uses your code (NVX-XXXX) or your link, they get 5% off.

Nothing else is on offer. Do not say any of these:

Extra discounts of your own

No discount beyond 5%. Do not promise to give back part of your commission either.

Free work or bonuses

Things like "one free post" or "free logo" are not yours to give.

Prices or results

The team gives prices. Nobody guarantees sales, followers or rankings.

HOW TO SAY IT TO A CLIENT

You can talk to Navifex directly as well. The benefit of coming through me is that I stay with you through the whole process: I set up the consultation, follow up, and if anything comes up you can tell me. And my code [NVX-XXXX] gets you 5% off.

Answering objections

Hearing "no" or doubts is completely normal. Do not argue. Answer calmly, and if it is still a no, end the conversation politely.

"It will be too expensive."

"The price depends on what you need. In the free consultation the team suggests a plan that fits your budget, and my code gets you 5% off."

"Tell me the price first."

"There is no fixed price list, every business needs different work. The consultation is free, the team will give you the exact price there, and then you decide."

"We post ourselves."

"That is great. The team can take over only the parts you have no time for, like designs, reels or ads. Have a look in a consultation."

"We tried an agency before, it did not help."

"I understand. That is why the consultation is free first. They will tell you honestly what will work and what will not. You can also look at samples: navifexpro.com/samples"

"No time now, later."

"No problem. Shall I remind you next week? Meanwhile you can look at the work: navifexpro.com/samples"

"Who are you, why should I trust you?"

"I am a partner with Navifex Pro, not an employee. You will talk to the agency directly on WhatsApp +92 313 0111349 and pay the agency directly. Website: navifexpro.com"

"Give me a bigger discount."

"My code gives 5%, anything more is not in my hands. If your budget is tight, say so in the consultation and the team will plan around it."

"I will just contact Navifex myself."

"Of course. Just put my code [NVX-XXXX] in your first message, you get 5% off and I will keep following up for you."

Never guarantee results (like "sure sales" or "this many followers"). Just say the team will give an honest plan in the free consultation.

Handing the client to Navifex, and commission

Once a client is interested, your job is to get them to Navifex with your code. Use any of these:

Referral link

When you join you get your own link: navifexpro.com/referral/NVX-XXXX. When the client opens the website through it, your code is saved automatically.

WhatsApp

The client messages Navifex on +92 313 0111349 and writes your code (NVX-XXXX) in the first message.

Start form

The client describes what they need at navifexpro.com/start. If they came through your link, your code goes with the form.

WhatsApp group

Make a group with you, the client and the Navifex number, and send the intro below.

GROUP INTRO MESSAGE

Assalam o Alaikum! Navifex team, this is [client's name], owner of [business name].
They want to talk about [service, e.g. Instagram management / website].
[Client's name], this is the Navifex Pro team, please share what you need here.
My partner code: [NVX-XXXX] (5% off)

After the hand-off your job is to check in with the client about how things are going, and pass any questions to the team. The team handles price, the deal and the work.

Commission rules

20% of every payment

You earn 20% of every payment your client makes, for as long as they keep working with Navifex.

Credited when the client pays

As soon as the client's payment reaches Navifex, your 20% shows on your earnings page.

Payout whenever you want

Request a payout any time. There is no minimum amount. It is sent to your JazzCash, Easypaisa or bank account.

First code wins

The client counts for the partner whose code or link they used first.

Already talking to Navifex

If a business was already talking to Navifex before using your code, it does not count as your referral.

Example: if a client pays Rs 10,000, you get Rs 2,000. If they pay again next month, you get 20% again.

The /earn page says "Up to Rs 50,000 a month". That depends on the clients you bring and what they pay. There is no fixed income, and no commission without a client payment.

LESSON 10

Rules and weekly routine

Rules

No spam

No bulk messages, no posting links in groups again and again, and no more than 3 messages to one person.

No false promises

No guarantees of results, sales or followers. No prices or discounts of your own. The only discount is the 5% with your code.

Be honest

Call yourself a partner, not an employee. Do not use the Navifex logo as your profile photo.

Respect

No means no. No late-night messages or calls.

Privacy

Never share a client's conversation, number or details with anyone else or in public.

Credit

When you share Navifex samples, give credit. Never call someone else's work your own.

Weekly routine (about 1 hour a day)

Monday

Add 10 new businesses to your list, check them with Lesson 4, send 10 personal messages.

Tuesday

1 post + stories. Follow up on older messages.

Wednesday

10 new messages. Ask 3 people for referrals.

Thursday

1 post. Visit 2 shops in person, or make 3 calls.

Friday

10 new messages. Follow-ups. Hand interested people over to Navifex.

Saturday

1 post. Weekly review: how many messages, replies and consultations, and what to improve.

Lead sheet columns

Date · Business name · Type (shop, clinic...) · Number / Instagram · Gap you noticed · How you found them (yourself, referral) · First message · Follow-up dates · Status (New, Talking, Sent to Navifex, Paid, No) · Notes

Not everyone replies, and that is normal. A little work every day, a good reputation and honest talk are what actually work.

QUIZ

What did you learn?

8 questions.

1. How much discount does a client get with your code?

- ☐ (A) 20%
- ☐ (B) 5%
- ☐ (C) 10%

2. When is your commission credited?

- ☐ (A) As soon as the client messages
- ☐ (B) At the end of the month, paid or not
- ☐ (C) When the client's payment reaches Navifex

3. A client asks "How much will a website cost?"

- ☐ (A) Give a rough price yourself
- ☐ (B) Book a free consultation, the team gives the price
- ☐ (C) Offer an extra discount of your own

4. What should your WhatsApp Business profile photo be?

- ☐ (A) The Navifex logo
- ☐ (B) A stock photo
- ☐ (C) A clear photo of yourself

5. No reply to your message. What now?

- ☐ (A) Message every day
- ☐ (B) Follow up after 3 to 4 days, then one last time, then stop
- ☐ (C) Post about them in groups

6. Two partners sent the same client. Whose client is it?

- ☐ (A) Whoever's code or link the client used first
- ☐ (B) Whoever sent more messages
- ☐ (C) Half each

7. The client was already talking to Navifex before using your code. Is it your referral?

- ☐ (A) Yes
- ☐ (B) No
- ☐ (C) Only for the first payment

8. When can you request a payout?

- ☐ (A) Only at Rs 5,000
- ☐ (B) Only once a month
- ☐ (C) Whenever you want, no minimum

Quiz answers

- 1. B** 5%. The client gets 5% off. 20% is your commission.
- 2. C** When the client's payment reaches Navifex. Commission is only earned on real payments, and it shows on your earnings page as soon as the payment arrives.
- 3. B** Book a free consultation, the team gives the price. Prices are not public. The Navifex team always gives the price.
- 4. C** A clear photo of yourself. Using the Navifex logo makes it look like an official number. Your own photo builds trust.
- 5. B** Follow up after 3 to 4 days, then one last time, then stop. Two follow-ups are enough. More is spam.
- 6. A** Whoever's code or link the client used first. The first code or link wins.
- 7. B** No. A business already talking to Navifex does not count as a referral.
- 8. C** Whenever you want, no minimum. Payout any time, with no minimum amount.

CHECKLIST

Before you start.

- ☐ I joined at [/learn](#) and have my NVX code and referral link
- ☐ WhatsApp Business is ready: real name, my photo, description, quick replies, labels
- ☐ Instagram professional account, with my bio and referral link
- ☐ Same name, same photo and a clean intro on Facebook and LinkedIn
- ☐ Google account and lead sheet are set up
- ☐ I have read the 9 services and looked at the samples page
- ☐ My first 3 posts are ready (sample, tip, question)
- ☐ I have a list of 20 people I know and 10 local businesses
- ☐ I put my name and code into the scripts
- ☐ I know the rules: no spam, no fake promises, the team handles price and deal



Navifex Pro

Contact Navifex

WHATSAPP

+92 313 0111349

JOIN AS A PARTNER

navifexpro.com/earn

ONLINE COURSE

navifexpro.com/partner-course-en

SAMPLES

navifexpro.com/samples

START A PROJECT

navifexpro.com/start

EMAIL

navifexpro@gmail.com

Joining is free. You get your own NVX code, referral link and earnings page. You earn 20% of every payment your client makes, for as long as they work with Navifex.