DAILY TASKS

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| *MON* | *TUE* | *WED* | *THU* | *FRI* | *SAT* | *SUN* |

Priorities

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |

Other “To-Do”/Goals for Today

|  |  |
| --- | --- |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |

*What is your plan for tomorrow?*

*What would you like to accomplish?*

DAILY ROUTINE

|  |  |
| --- | --- |
| 8:00am |  |
| 9:00am |  |
| 10:00am |  |
| 11:00am |  |
| 12:00pm |  |
| 1:00pm |  |
| 2:00pm |  |
| 3:00pm |  |
| 4:00pm |  |
| 5:00pm |  |
| 6:00pm |  |
| 7:00pm |  |
| 8:00pm |  |
| 9:00pm |  |
| 10:00pm |  |
| 11:00pm |  |
| 12:00am |  |