WORK

WORK

WORK

* Finalize Day’s Activities
* Final Email Check
* Plan Tomorrow, incl: meetings, Content, emails, promo, etc

Review / Plan For Tomorrow

Workout

Shower

Breakfast

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Breaks

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Tasks

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Intuitive Tasks

LUNCH

NAP

WALK

* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Creative Tasks: 5:00-7:00 a.m.

* Wake up / Puppies out / Coffee
* Read / Think

Wake Up /Workout Block – (4-5 a.m.)

|  |
| --- |
| 5:00 a.m. **(2 Minute Reset)** |
| **5:30** |
| 6:00 a.m.  |
| **6:30** |
| 7:10 a.m. Morning Content – Ready  |
| **7:30** Morning Content – Create |
| 8:00 a.m.  |
| **8:30** |
| 9:00 a.m.  |
| **9:30** |
| 10:00 a.m. **(2 Minute Reset) Check EMAIL** |
| **10:30**  |
| 11:00 a.m.  |
| **11:30** |
| 12:00 p.m.  |
| **12:30** |
| 1:00 p.m.  |
| **1:30** |
| 2:00 p.m. **(2 Minute Reset)** |
| **2:30** |
| 3:00 p.m. **(2 Minute Reset)** |
| **3:30** |
| 3:45 Finalize Day – Get main tasks down for tomorrow  |

**(2 Minute Reset)**

1. **WHAT am I working on now?**
2. **WHY am I working on it?**
3. **WHO am I serving by working on this?**