

AGENDA

DO NOW

- 1.
- 2.
- 3.

DO NEXT or Schedule

- 1.
- 2.
- 3.

DO LATER or Delegate

- 1.
- 2.
- 3.

DON'T DO or Filter

- 1.
- 2.
- 3.
- 4.

To Do Brainstorm

Things That Would Make Today Great!

List and then prioritize in Now, Next, and Later.

Morning Rituals

- 1.
- 2.

Evening Rituals

- 1.
- 2.

Grateful

- 1.
- 2.
- 3.