



START YOUR DAY WITH FOCUS

This sheet helps you implement the three-task method.

- 1 Each night, list the three most important tasks for tomorrow.
- 2 Ensure these tasks align with your long-term goals.
- 3 Treat any completed tasks beyond the three as a bonus.
- 4 Reflect on your progress at the end of the day.

MAKE IT YOURS

My one move this week: _____

When and where, exactly: _____

My witness (one person I told): _____

I showed up:



MON

TUE

WED

THU

☐

FRI

9

SAT

☐

SUN

What I noticed this week:

A finished day is the right three checks.