

RECLAIM YOUR YEAR TODAY

This sheet helps you take control of your year without waiting.

- 1** Open your planner and write today's date.
- 2** Draw two lines: a start line and a border.
- 3** List open loops for Monday and silence notifications.
- 4** Spend 20 minutes archiving old tasks and emails.
- 5** Evaluate tasks: does it move something or just move?

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:

The year you keep postponing isn't waiting in January. It's available now.