



PRIORITIZE THE IMPORTANT TASK

This sheet helps you tackle the task you've been avoiding.

- 1** Identify the one task you've been avoiding.
- 2** Set a 25-minute timer (Pomodoro Technique).
- 3** Focus on a specific part of the task.
- 4** Commit to starting it before any other work.
- 5** Reflect on your progress, not perfection.

MAKE IT YOURS

My one move this week: _____

When and where, exactly: _____

My witness (one person I told): _____

I showed up:

MON

MON

TUE

TUE

WED

WED

THU

THU

FRI

FRI

SAT

SAT

SUN

SUN

What I noticed this week:

Make the important task the priority today.