



PROTECT YOUR FOCUS

This sheet helps you identify interruptions and plan focused work.

- 1** List what interrupted you most today.
- 2** Identify one task that deserved more time.
- 3** Choose a specific time for this task tomorrow.
- 4** Write down: 'At [time], I will work on [task] for [duration] before checking messages.'
- 5** Reflect on what you stayed with, not just what interrupted you.

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:

Count what you stayed with, not just what asked for you.