



BREAK THE CYCLE OF PRODUCTIVE PROCRASTINATION

This sheet helps you move from preparation to action.

- 1 Identify one preparation step you've completed.
- 2 Open the real task document immediately after.
- 3 Write one rough sentence or idea.
- 4 Send one question or input one number.
- 5 Set a specific time to touch the task each 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

☐

SAT

☐

SUN

What I noticed this week:

Touch the task before you improve the system.