



★ Design My Day ★

Today I'm grateful for

Today I will feel

SCHEDULED EVENTS

Time	Event (what's already planned?)	Prepare for success (what to remember, what to take with me etc.)

TODAY'S 3 MIT'S (Most Important Tasks)

- _____
- _____
- _____

AFTER MY 3 MIT'S (if there's time...)

- _____
- _____
- _____
- _____
- _____

PHONE CALLS / EMAILS

- _____
- _____
- _____
- _____
- _____

