

TODAY'S DASHBOARD

Day/Date_____

GOALS			TODAY #1 Focus or theme What mindset/emotion do I need to get this done?
MEETINGS Time With		MEETINGS Time With	MEETINGS Time With
			SPARE TIME
BUCKET #1 - PRIMARY TASK 1	Focus		Length Time
BUCKET #2 - PRIMARY TASK 2	Focus		Length Time
BUCKET #3 - PRIMARY TASK 3	Focus		Length Time

END OF DAY REVIEW