

THINK ON PAPER

Daily Planner

End of day outcomes / key goals

1. _____
2. _____
3. _____

To do list

Must dos:

- | | |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |

Schedule / time blocking

- | | |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |

Brain dump list:

- | | |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |

- | | |
|--------------------------|-------|
| <input type="checkbox"/> | _____ |

To do tomorrow / later

Notes

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Why didn't I achieve my key goals for the day?

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