Yez3
Task tracker & AI coach

Daily Routine

Morning, work and evening — with a Minimum for busy days

DATE ____________________ **WAKE UP** ____________ **BEDTIME** ____________

TODAY'S MINIMUM — NO MATTER WHAT

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ENERGY CHECK

☐ Low ☐ Normal ☐ On a roll

Low day? Do only the Minimum column.

MORNING Start with the one thing that moves your goal.

TIME	WHAT	MINIMUM VERSION	✓
			☐
			☐
			☐
			☐
			☐
			☐

WORK / DAY Critical tasks first, routine after.

TIME	WHAT	MINIMUM VERSION	✓
			☐
			☐
			☐
			☐
			☐
			☐
			☐
			☐

EVENING Wind down and set up tomorrow.

TIME	WHAT	MINIMUM VERSION	✓
			☐
			☐
			☐
			☐
			☐
			☐

NOTES

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Did I close my Minimum? ☐ Yes — the day counts ☐ Not yet — tomorrow's smallest step: ________________

Free template by Yez3. Want reminders, streaks and an AI coach that checks in when you slip? Try the app on iPhone, Android or the web. yez3.com