

DATE _____ MAIN GOAL _____

MINIMUM · REQUIRED

What you'll do no matter what — even tired or busy. Close it first.

CRITICAL 20% — MOVES YOUR GOAL

ROUTINE 80% — AFTER THE CRITICAL

- | | |
|--------------------------------|--------------------------------|
| ☐ _____ | ☐ _____ |
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100% · NORMAL DAY

A realistic full day. Start once the Minimum is done. Aim for 3–4 days a week.

CRITICAL 20% — MOVES YOUR GOAL

ROUTINE 80% — AFTER THE CRITICAL

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MAXIMUM · BONUS

If you're on a roll and there's time left. 1–2 days a week is great.

CRITICAL 20% — MOVES YOUR GOAL

ROUTINE 80% — AFTER THE CRITICAL

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| ☐ _____ | ☐ _____ |
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NOT TODAY

BRAIN DUMP — GET IT OUT OF YOUR HEAD

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