DAILY GOAL PLANNER

Choose one main goal and turn it into clear daily steps

DATE: _____

MAIN GOAL FOR TODAY

Why it matters:

ACTION STEPS

- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]

POSSIBLE DISTRACTIONS

SMALL WIN / REWARD

WHEN WILL I WORK ON IT?

Morning

Late Morning

Afternoon

Evening

END-OF-DAY REVIEW

What worked?

What needs another step?

Tomorrow's first action: