

Daily Spread

Date: _____

Schedule		Top 3 priorities	Notes & brain dump
7 am		☐	
8 am		☐	
9 am		☐	
10 am			
11 am			
12 pm			
1 pm			
2 pm			
3 pm			
4 pm			
5 pm			
6 pm			
7 pm			
8 pm			
9 pm			

To do

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Water & meals

Water ☐☐☐☐☐☐☐☐☐☐

Breakfast: _____

Lunch: _____

Dinner: _____

Snack: _____

Day in review		
Today's win	What got in the way	First thing tomorrow