

HOW TO HAVE THE BEST DAY EVER

1 Record the time and place, and years from now you'll remember this moment.

2 Assess your energy level to get present.

3 Describe your energy level to gain clarity.

4 Commit to something that energizes you to power up and unlock the passion inside of you.

5 Before your day gets hijacked, put yourself first by describing your top project for the day.

6 Give your commitment to action a boost by describing why this project matters to you.

7 Harvard researchers say one small move forward taps the "Progress Principle" to boost happiness.

🕒 TIME 7:15am 📍 PLACE *Clever Monk Coffee Shop* 📅 DATE 10/6



I FEEL THIS WAY BECAUSE ...

- I woke up feeling tired
- I've got a lot going on at work
- Didn't exercise yesterday

TO FEEL MORE ENERGIZED I CAN ...
(WHAT PEOPLE OR ACTIVITIES GIVE YOU A BOOST?)

▶ I can have lunch with Sarah and sign up for a 6pm spin class after work. I can also tidy up the kitchen before I leave for the day.

TODAY, THE PROJECT I'M WORKING ON IS ...

Publishing my first novel inspired by my grandmother's remarkable life that I've been wanting to write for years.

THIS PROJECT MATTERS TO ME BECAUSE ...

- I'll feel so proud of myself for actually doing it.
- I hate my job and I've always dreamt of being a writer.
- Working on it will help me stop thinking and get started.

ONE SMALL ACTION I CAN TAKE TO MOVE FORWARD IS ...

Google 'self-publishing advice' and watch two video tutorials on the topic. Take notes.

RIGHT NOW, I'M GRATEFUL FOR ...

My dog, Molly, she's sitting here at my feet right now.

TODAY, I WILL STOP WORKING AT ...

5:30 AM PM

8 Give your work a deadline, then plan backwards to increase productivity and guarantee life balance.

9 To tap the power of gratitude, savor one thing about this moment.

BRAIN DUMP
(WHAT'S ON YOUR MIND?)

PLAN SARAH'S BIRTHDAY!!

- Send invite
- Order cake



GROCERIES

- Avocado
- Bananas
- Olive Oil

TO DOs

- Pay credit card
- Change Netflix password
- Gym membership

PLAN MY DAY
(SCHEDULE THE IMPORTANT STUFF)

6 AM

7 5 Second Daily Journal exercises

8 commute—call mom

9 plan work day

10 make sales calls

11

12 PM lunch with sarah

1

2 finish ppt

3 research publishing

4

5 stop working - (5:30pm)

6 spin class

7

☾ Time to hang! 😊

10 Free your mind of to-do lists and worries so you can focus.

11 Schedule the important stuff in to make it happen.

12 A new challenge each morning will help you build confidence every day.

13 Coach yourself! Did you complete yesterday's challenge? If so, what'd you learn?

14 Step outside your comfort zone. A little bit goes a long way.

THE CONFIDENCE CORNER

(PUSH YOURSELF TO DO THIS RESEARCH-BACKED EXERCISE AND WATCH YOUR CONFIDENCE SOAR)

DID YOU TAKE THE COLD SHOWER? Y N (CIRCLE ONE)

IF "YES," DESCRIBE WHAT YOU LEARNED. IF "NO," WHY NOT?

The cold shower was actually exhilarating — it made me feel wide awake and ready to attack the day.

TODAY'S CHALLENGE
DO 20 MINS OF JOURNALING.

WHEN I'M GOING TO DO IT: 7:30am, right after I finish planning my day.

THE BIGGEST OBSTACLE IN MY WAY: I may feel rushed, I'll journal anyway.

15 If you can identify the obstacle, you can remove it.

