

Daily/Weekly/Monthly Priority

- ___ Daily Priority List
- ___ Weekly Priority List
- ___ Monthly Priority List

Good Morning! Let's get started on your priorities.

Check above; is this your monthly, weekly, or daily list?

This is your prompt to get you focused on what needs to happen today so you can accomplish more, with less effort and more fun.

As you know, without priorities it is too easy to say YES to everything. This is what you are working on NOW and everything else gets delegated or a firm NO.

Who will you delegate to? _____

Daily ___ / Weekly ___ / Monthly ___ Priorities

1.

2.

3.

Before getting started take a minute and acknowledging your accomplishments from yesterday or things/people that you are grateful for.

1.

2.

3.

Have a great day and let's focus, have fun, and get it done!