DATE:	CALENDAR BOOKINGS:	DAILY PRODUCTIVITY HABIT v0.1 betterproductivityblog.com twitter.com/RamiRantala facebook.com/betterproductivityblog.com

LONG-TERM GOALS. *Your Goals. What do you want to achieve?*

1.	
2.	
3.	

WORRY-LIST. *Clear your mind. Pick two things that stress you the most currently. Take care of them immediately.*

1.		
2.		

STOP! DON'T DO THESE TODAY.

1.		
2.		
3.		

ONE THING FOR TODAY. *What one thing you can do TODAY to make everything else easier or unnecessary? Searching for the domino effect.*

ONE	*Write here the most important task for today. The one thing that makes everything else easier or unnecessary.*

Interruptions. *Mark here all interruptions you had. X = avoided. O = not avoided.*

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22

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