

DAILY PLANNER

This is how I will make today great:

TIME	TASK	PRIORITIES
		My top three tasks are...
		1. _____
		2. _____
		3. _____
		SELF-CARE
		I will look after myself by...
		1. _____
		2. _____
		3. _____
		GRATITUDE
		I am grateful for...
		1. _____
		2. _____
		3. _____

NOTES

"The key is not to prioritise what is on your schedule,
but to schedule your priorities."
- **Stephen R. Covey**