

Healthpreneur®

THE FOCUS

Planner™



SAY *hello* TO YOUR
NEW BEST FRIEND...
THE HEALTHPRENEUR®
FOCUS PLANNER!

I know, I know...another planner!?! It's true — there is no shortage of planners and I've used most of them. I created this Focus Planner after years of using so many others and realizing that most of them just weren't complete — at least not for how I operate. Maybe your experience has been the same.

If your brain works like mine does, then I think you'll find this Planner extremely helpful at devising a strategic plan along with the step-by-step and focused structure to make your dreams a reality.

Use this every day and I promise you'll enjoy more focus, more clarity, more productive output, less overwhelm, and, ultimately, greater results in your business and life.

Big goals require the right action. And the right action comes from proper planning.

Let's dive in and get going!

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Published by Elkaim Health Fitness Solutions, Inc.



**FREE
VIDEO TRAINING**

Before we begin, I encourage you to visit [HEALTHPRENEURGROUP.COM/PLANNER](https://healthpreneurgroup.com/planner) for a FREE video training on how to best use this planner and set yourself up for success.

Your friend and coach,

YURI ELKAIM
Founder, Healthpreneur®

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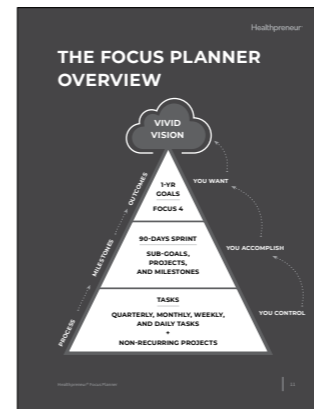
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HOW TO USE YOUR FOCUS *Planner*

This 90-day Focus Planner will help you establish and stay focused on your goals and provide the daily structure to keep you on track to make sure your dreams become a reality.

Here’s how to use this planner for maximum results:

STEP 1: COMMIT TO USING THIS EVERY DAY



You’ve got to keep this planner by your side at all times. This is going to house your dreams, your Goals, and your daily Tasks. You want to be constantly reminded about what you’re working towards and the daily actions you need to take to get there.

Achievement is built on the backbone of consistent focus and action. Be consistent with this planner and everything will follow. So, use it every day to plan your year, your quarter, your week, and your daily actions.

STEP 2: IDENTIFY YOUR BEST LIFE NUMBER

The first thing you’re going to do inside this planner is get clear on what you want to have and experience in your life and exactly what these things are going to cost you. I call this your Best Life Number.

We start here because without the clarity of where you’re going, it’s impossible to know when you get there. Additionally, when you know exactly what your PERFECT LIFE is going to cost you, it becomes more tangible, more realistic, and more exciting to work towards.

STEP 3: ESTABLISH YOUR 1-YEAR GOAL(S)

Now that you know what you want most in life, you're going to establish 4 important Goals — I call them the “Focus 4” — that you want to accomplish in the coming 12 months. You'll start by clarifying and articulating your Vivid Vision — the bigger vision that drives you and your business forward — and then clarifying this year's Goals (the Focus 4), their deadlines, and why they're a MUST for you to accomplish.

When setting your goals be sure that they are outcome driven so you know exactly whether or not they are accomplished. These “Focus 4” Goals must be clear, usually quantitative, have a deadline, and you must be able to know if you've hit them or not.

For instance, “*Earn \$1M by December 31st*” is a clear goal because you'll know whether or not you achieved it. “*Build a successful business*” is NOT a useful outcome goal because it's too vague and there's no definitive way of knowing if or when you've reached that.

STEP 4: DETERMINE YOUR 90-DAY SPRINT

Now that you have a clear vision of what you're working towards over the next 12 months, you're going to determine what to focus on for the next 90 days. This 90-Day Sprint will be composed of up to 4 sub-Goals or Projects that you'll work on during the quarter, each of which will move you closer to your 1-Year Goals.

For each of these Quarterly Goals or Projects, you'll clarify why they're important along with a deadline for their completion or achievement.

Finally, on this 90-Day Sprint page, you'll identify 4 Metrics That Matter for your business. These may change throughout the

course of the year but they should remain constant for at least the next 90 days.

These metrics could be:

- Email list size
- Number of clients enrolled
- Number of calls booked
- Revenue

...or any other quantitative number that you can track and that will indicate that your business is moving in the right direction.

Once you've identified your key metrics, assign a 1-Year Target and Quarterly Target for each. At the end of the 90 days (ie. end of this planner), you'll come back to this page and fill in the Year-to-Date (YTD) column for each one.

STEP 5: IDENTIFY EACH PROJECT'S MILESTONES AND TASKS

Once you know the 4 Projects you'll be working on this quarter, you're going to break each one down into its' moving parts (aka. Milestones). Then, under each Milestone, you'll identify the Daily, Weekly, and Monthly Tasks that YOU have control over to reach that milestone.

The secret to achieving big, ambitious goals is to focus on the small “process”-oriented actions or Tasks that you have 100% control over. You don't have control over making a \$1M but you do have control over the number of people you can reach out to begin a conversation. See the difference?

By identifying and taking action on the necessary Tasks, it's only a matter of time before you hit your Milestones, complete your big Projects, and achieve your Focus 4 Goals for the year.

STEP 6: LIST YOUR QUARTERLY ACTIVITY INVENTORY

Once you've identified your 4 Projects and their respective Milestones and Tasks, you're going to create a list of ALL of the Tasks that YOU need to focus on over the next 90 days. These will be compiled from the Tasks that you outlined under each of your 4 Quarterly Projects (and their Milestones).

This Activity Inventory serves as a reminder of the actions you will be taking on a Daily, Weekly, Monthly, and Quarterly basis to reach your goals. These are RECURRING Tasks, meaning that they are repeated. For instance, “*Write and send daily email*” or “*Post 2 pictures with captions to Instagram*” might be Weekly or Daily tasks.

At the top of the page you'll see "Important Projects". These are NON-RECURRING (ie. one-time) projects that you might need to complete en route to hitting your Milestones.

For instance, an Important Project might be "Shoot 10 training videos for my coaching program". These would likely be done once — not daily or weekly.

Once you've got your Activity Inventory all lined up, you'll know what you should be focused on every single day, week, and month over the next 90 days. No guessing.

And finally, feel free to add in other tasks not related to your Milestones like weekly team meetings, weekly planning, and unplanned activities like responding to emails, etc... so you have a more accurate picture of everything you'll need to be doing in your business.

Ideally, your goal should be to spend most of your working time only on activities that fall within your *YOUUnique Genius™*. These are the things you do better than anyone else and are the biggest needle movers for your business.

For most entrepreneurs, these will usually fall under selling, sharing your message (ie. creating content), training and motivating your team, and delivering results for your clients — just to name a few. Eventually, everything else should be delegated to someone else who is great at the things you're not great at. But until then, do what you have to do to get it all done. No excuses.

STEP 7: SET YOUR WEEKLY PLAN

You now know exactly what you'll be focusing on for the quarter and exactly which Projects and Tasks you'll be engaging in. To plan out each week, simply flip to the page with the heading "Week #1" (and the like). There, you'll identify 3 accomplishments that would make your upcoming week a big success.

Next, list out all the Tasks and Projects you've got to get done during that same week. Here, you're essentially grabbing the Daily, Weekly, Monthly, and Quarterly Tasks from your Quarterly Activity Inventory and choosing the appropriate ones to focus on each week.

Naturally, things will pop up during the course of each week so be sure to allow some room for unplanned tasks and demands that require your attention. But overall, the more you proactively plan out your week, the more control you'll have over it.

STEP 8: SET UP EACH DAY TO WIN...THE NIGHT BEFORE

The key to a productive and successful day is planning the night before. That way, when you get up in the morning, your mind already knows what it needs to focus throughout the day. You'll have a daily planning sheet for every day of this quarter to help you do just that.

Once you've mapped out what you need to focus on for the week, you can start inserting specific Tasks and Projects into the appropriate days of the week. You don't need to have every day planned out a week in advance but you should certainly plan your upcoming day the night before.

The key is to focus on no more than 3 Top Priorities each day and get those done first (in order of importance). You'll write down these Priorities on the right hand page. On the left hand page, you'll put your Tasks into the appropriate time blocks in which you forecast completing them. I would strongly recommend that you tackle your most important priorities first thing in the morning when your creativity and mind are freshest.

At the top of the right hand page, you'll have the opportunity to write down your most important goals that you want to accomplish in the near or distant future. Here, you can jot down whatever goals you're most excited about it. The reason we do this every day — ideally first thing in the morning — is to keep you focused on the prize — the big goals and dreams you're committed to making real.

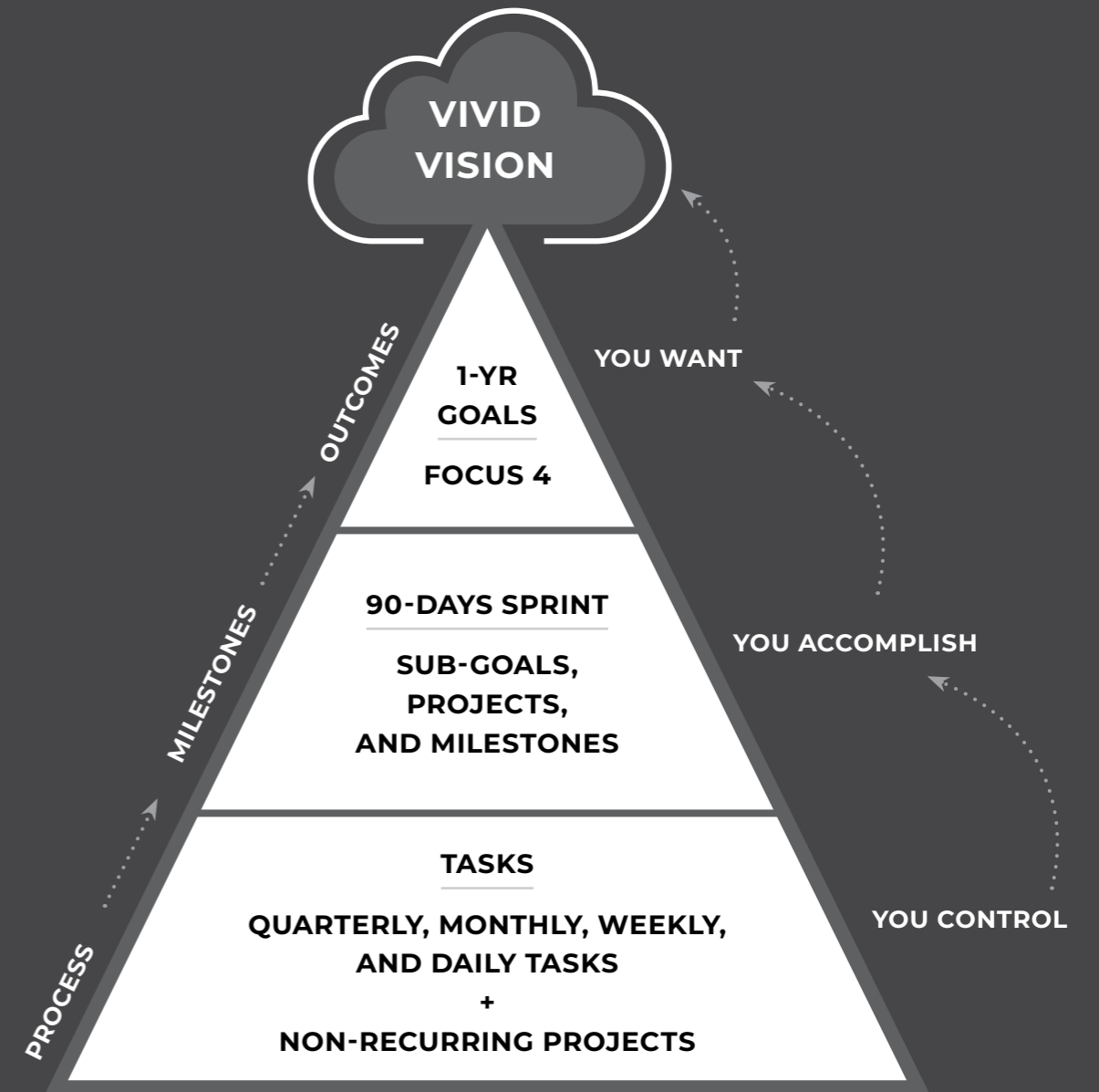
STEP 9: REVIEW YOUR WEEK

At the end of each week, it's helpful to review your wins and learnings from the previous 7 days. This 1-page Review will help you identify what's working, what isn't, and where you need support to make the coming week even more productive.

STEP 10: REVIEW YOUR QUARTER

Once your quarter is complete, use to the Quarterly Review (located at the end of this Planner) to look over the previous 90 days and celebrate your wins, recap your important Metrics, and identify whether or not you hit your Quarterly Goals. And if not, why not. Then, determine what you need to do to make the next 90 days even better.

THE FOCUS PLANNER OVERVIEW



THIS YEAR'S GOALS

YEAR:

TODAY'S DATE:

MY VIVID VISION

"THE FOCUS 4": MY 4 MOST IMPORTANT GOALS THIS YEAR			
#	GOAL	WHY?	DEADLINE
1.			
2.			
3.			
4.			

THE 90-DAY SPRINT

FROM: TO:

#	THIS YEAR'S FOCUS 4
1.	
2.	
3.	
4.	

METRICS THAT MATTER				
#	METRIC	1-YEAR TARGET	QTR TARGET	YTD
1.				
2.				
3.				
4.				

THIS QUARTER'S TOP GOAL/PROJECT PRIORITIES (THESE SHOULD MOVE YOU CLOSER TO YOUR FOCUS 4)			
#	GOAL/PROJECT	WHY?	DEADLINE
1.			
2.			
3.			
4.			

QUARTERLY GOAL/ PROJECT #1

GOAL/PROJECT:	
----------------------	--

What are the milestones you need to reach, and their related tasks, to complete this project or hit this goal?

MILESTONE 1	MILESTONE 2	MILESTONE 3	GOAL/PROJECT OUTCOME
→	→	→	
↓	↓	↓	
DAILY TASKS	DAILY TASKS	DAILY TASKS	
•	•	•	
•	•	•	
•	•	•	
WEEKLY TASKS	WEEKLY TASKS	WEEKLY TASKS	
•	•	•	
•	•	•	
•	•	•	
MONTHLY TASKS	MONTHLY TASKS	MONTHLY TASKS	
•	•	•	
•	•	•	
•	•	•	
			WHY?
			DEADLINE

QUARTERLY GOAL/ PROJECT #2

GOAL/PROJECT:	
----------------------	--

What are the milestones you need to reach, and their related tasks, to complete this project or hit this goal?

MILESTONE 1	MILESTONE 2	MILESTONE 3	GOAL/PROJECT OUTCOME
→	→	→	
↓	↓	↓	
DAILY TASKS	DAILY TASKS	DAILY TASKS	
•	•	•	
•	•	•	
•	•	•	
WEEKLY TASKS	WEEKLY TASKS	WEEKLY TASKS	
•	•	•	
•	•	•	
•	•	•	
MONTHLY TASKS	MONTHLY TASKS	MONTHLY TASKS	
•	•	•	
•	•	•	
•	•	•	
			WHY?
			DEADLINE

QUARTERLY GOAL/ PROJECT #3

GOAL/PROJECT:

What are the milestones you need to reach, and their related tasks, to complete this project or hit this goal?

MILESTONE 1	MILESTONE 2	MILESTONE 3	GOAL/PROJECT OUTCOME
	→		→
BY	BY	BY	
↓	↓	↓	
DAILY TASKS	DAILY TASKS	DAILY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
WEEKLY TASKS	WEEKLY TASKS	WEEKLY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
MONTHLY TASKS	MONTHLY TASKS	MONTHLY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
			WHY?
			DEADLINE

QUARTERLY GOAL/ PROJECT #4

GOAL/PROJECT:

What are the milestones you need to reach, and their related tasks, to complete this project or hit this goal?

MILESTONE 1	MILESTONE 2	MILESTONE 3	GOAL/PROJECT OUTCOME
	→		→
BY	BY	BY	
↓	↓	↓	
DAILY TASKS	DAILY TASKS	DAILY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
WEEKLY TASKS	WEEKLY TASKS	WEEKLY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
MONTHLY TASKS	MONTHLY TASKS	MONTHLY TASKS	
• _____	• _____	• _____	
• _____	• _____	• _____	
• _____	• _____	• _____	
			WHY?
			DEADLINE

QUARTERLY ACTIVITY INVENTORY

#	IMPORTANT PROJECTS
1.	
2.	
3.	
4.	

NON-RECURRING

QUARTERLY TASKS		
•	•	•
•	•	•
MONTHLY TASKS		
•	•	•
•	•	•
•	•	•
WEEKLY TASKS		
•	•	•
•	•	•
•	•	•
DAILY TASKS		
•	•	•
•	•	•
•	•	•

RECURRING

WEEK #1

FROM:		TO:	
-------	--	-----	--

WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

-
-
-
-
-
-
-
-
-
-
-
-
-
-
-

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #2

FROM:		TO:	
-------	--	-----	--

WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
- _____
- _____
- _____
- _____
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- _____
- _____
- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- _____
- _____
- _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #3

FROM:		TO:	
-------	--	-----	--

WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
- _____
- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

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3^{PM}–6^{PM}

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2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #4

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
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- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- _____
- _____
- _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #5

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
-------	--

6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #6

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #7

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #8

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #9

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
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- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
-------	--

6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
-------	--

6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- _____
- _____
- _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #10

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
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- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
-------	--	-----	--

Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- ✓ _____
- ✓ _____
- ✓ _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #11

FROM:		TO:	
-------	--	-----	--

WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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6^{AM}–9^{AM}

9^{AM}–12^{PM}

12^{PM}–3^{PM}

3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

DATE:	
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3^{PM}–6^{PM}

6^{PM}–9^{PM}

MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

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DATE:	
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3^{PM}–6^{PM}

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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

THE WEEKLY REVIEW

FROM:		TO:	
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Review Best Life Number, 1-Year Goals, Quarterly Projects, and Activity Inventory

My 3 biggest **wins** this week:

- _____
- _____
- _____

My biggest **learning** this week:

My biggest **obstacle** this week:

What are 3 ways I can **overcome** this obstacle AND/OR who do I need help from?

1. _____
2. _____
3. _____

I NEED SUPPORT FROM:

What's ONE thing I'm doing that **somebody else should be doing** OR can do better than me? Who's that person?

What has to happen this coming week for me to feel happy with my progress?

WEEK #12

FROM:		TO:	
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WHAT ARE 3 WINS THAT WOULD MAKE THIS WEEK A MAJOR SUCCESS? You can pull these from your Metrics That Matter (if applicable)

#	METRIC OR OUTCOME	QUARTERLY TARGET	THIS WEEK'S GOAL
1.			
2.			
3.			

TASKS AND PROJECTS THAT NEED TO BE COMPLETED THIS WEEK:

- _____
- _____
- _____
- _____
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
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MY MOST IMPORTANT GOALS

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MY MOST IMPORTANT GOALS

TODAY'S TOP 3 PRIORITIES		COMPLETED
1.		<input type="checkbox"/>
2.		<input type="checkbox"/>
3.		<input type="checkbox"/>

NOTES

KEY METRICS REVIEW (Update these numbers on your 90-Day Sprint page as well)

#	METRIC	1-YEAR TARGET	QTR TARGET	QTR ACTUAL
1.				
2.				
3.				
4.				

Did I **complete** my Quarterly Projects and hit my Key Metrics? If not, why not?

What am I committed to **improving** next quarter?

OH NO!
Now What?

ORDER YOUR
NEXT **FOCUS PLANNER** TODAY
SO YOU STAY ON TRACK
AND DON'T LOSE MOMENTUM.

ORDER TODAY AT:
[HEALTHPRENEURGROUP.COM/PLANNER](https://healthpreneurgroup.com/planner)



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