

# DAILY PLANNER

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This is how I will make today great:

TIME	TASK	PRIORITIES
		My top three tasks are...
		1. _____
		2. _____
		3. _____
		<b>SELF-CARE</b>
		I will look after myself by...
		1. _____
		2. _____
		3. _____
		<b>GRATITUDE</b>
		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