THE ACTION JOURNAL FOR ARTISTS

BY KEN DAVENPORT

Gotta Find My Purpose: The Action Journal For Artists
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DEDICATION

This “take action” journal is dedicated to my daughter,
McKenna Kay Davenport.
Little girl, everything on my to-do list is all for you.

WHAT I'M GRATEFUL FOR

Hello, My Action-Oriented Friend!

As you'll soon see, expressing gratitude is a big part of setting yourself up for success, no matter what your goals are.

And I wanted to kick off this journal with a note to say how grateful I am for you. Why?

Well, of course, I'm thankful that you purchased this journal. But, more importantly, I'm grateful that you made a decision no matter where you are in your pursuits, whether you are just starting out and need a kick start or whether you have already achieved a certain level of success and want more, or whether you've been slacking lately (we've all been there) and need to get back on track . . . you've decided to take your life, your dreams, and your destiny into your own hands . . . literally . . . with this journal.

Because people who change themselves end up changing the world.

If you follow the practices in this journal, you will achieve more than if you don't. It's that simple. And that achievement will have a ripple effect through many people's lives beyond yours, from your audience to your collaborators and even to your family's! After all – who benefits more from you being happier and more successful than the ones closest to you?

And when you achieve great things, you'll inspire others to do the same thing you're doing right now . . . making a commitment to kick some a$$ and make @#$% happen.

So thank you. And let's get to it.

Ken Davenport
Creator of The Action Journal for Artists

WHY I DID THIS. WHY I DO THIS. AND WHY YOU SHOULD TOO.

I was in deep you-know-what.

See, I had made a bad business assumption.

Actually, that's redundant. Any assumption is a bad one. Because when you assume, you make an a$$ out of yourself . . . and only yourself!

So, I made this business assumption. And I found myself in a very, very deep hole. With very limited time to get out of it.

Now look, I had been in holes before. Life, and even more so the pursuit of success in the arts, is like a street in NYC. It's filled with potholes and you are going to hit one every once in a while.

But this time? I hit a doozy. I was in deep. Even deeper than the one I had been in years before that had me in tears on my therapist's couch, wondering how I was going to get out of it.

So yeah, things were bad.

And I needed a plan. Because there was no choice. I had to dig myself out. No matter what.

There were no tears this time. I woke up at 4:45 AM (partly on purpose and partly because I couldn't sleep) and went straight to my office to begin putting a process in place to get me over, under, or straight damn through the obstacle I was facing.

That morning, I Googled everything I could about getting back on track. I learned about eating better and morning routines and meditation and positive thinking and . . . journaling.

I was ready to try anything to get myself in the right mindset. So I

bought one. (Actually, I bought three – but more on that later.)

And the next day, I took that journal, which I had one-day shipped from Amazon Prime, and held it. And instantly I felt like I had control over what was going to happen next in my life, instead of "the hole" taking control of me.

Day after day, I started going through the exercises in that journal, from goal-setting, to mind-setting, to gratitude-feeling, and so on.

Two weeks later, my problem was gone . . . four weeks earlier than the deadline.

Boom.

And journaling has been a part of my life every single day since.

The last few years have been the best of my life (so far!) and have included the birth of my daughter, winning a Tony Award, my Broadway debut as a writer, and so much more. Sure, there have been a few potholes here and there, but I've learned how to enjoy the bumps, especially when those highs are so damn high. And a lot of that is due to the thing you are holding in your hands.

All of these things would not have happened without me cracking open my hardcover journal each morning and writing what I write in those important pages.

It's one of the simplest secrets to success I've ever seen.

And that's why I'm sharing it.

See, whenever I find a secret to success, I want to tell everyone about it. That's why I started my blog over a decade ago (www.TheProducersPerspective.com). It's why I started my podcast, and yes, why I created this journal, which I customized specifically for people like me and you who are searching for success in the arts.

Before I created this journal, I tried over seventeen (!) different types from all sorts of different companies. And while all of them had elements I liked (special shout-out to Michael Hyatt, SaltWrap, Rachel Hollis, and all the others who helped inspire me with their versions), none of them had the perfect combination of what I believe true Art-repreneurs needed.

So, I made my own.

And just like my blog, my podcast, etc., I wanted to share it with you so that it can help you get to the next stage of your career and/or personal development. It's all part of my #5000By2025 mission (visit www.TheProducersPerspective.com/mission for more on that!).

I know this journal can help you get to where you want to go.

Because it helped me.

And that's absolutely why I recommend you start journaling . . . right this very effin' second.

Unless, of course, you don't want the stuff you dream about to come true.

Yeah, that's what I thought.

Flip the page and let's get goin'.

HOW THE JOURNAL WORKS

This journal is broken up into three different sections or "Acts." The Acts start broadly with big visions and slowly narrow those dreams down into detailed action items that will turn those fantasies into reality before you know it.

The three Acts are:

ACT I: THE BIG VISION

The first Act includes three "one-time" exercises that are only to be done at the beginning of this 90-day journal. These exercises will help establish the proper mindset and big thinking you will need to prepare you for the action required ahead.

The exercises are:

1. YOUR NAME AND WHAT YOU DO

In this world, we are defined by what we do. It's the first question most people ask when meeting someone new.

"So . . . uh . . . what do you do?"

And then you answer with your profession . . . not with your passion. Right?

Well, we're going to shake that up a bit and take ownership of what you really do.

The name part of this exercise is easy.

The "do" part is where I want you to write what you desire to do, if it's not what you do as your daily vocation.

See, if you're a doctor and dream about being a writer, but tell people

you're a doctor, you're actually reaffirming to yourself that you're NOT a writer.

Well, not here and not anymore.

Like this . . .

My name is Ken and I'm a Producer.

I don't care if you've never produced an effin' thing. Just say what you dream of doing. And you'll be closer to making that happen.

"My name is Tina and I'm an Actress."

"I'm Colin and I'm a Painter."

"Katie. Singer/Songwriter."

<u>You are who you say you are.</u>

Link your greatest possession . . . your name . . . with your greatest obsession . . . your dream.

2. WHO YOU'LL BE IN 10 YEARS

The title says it all.

Take at least 30 minutes to design your dream life in ten years' time. What do you want to be doing full-time? What do you want to do part-time? What kind of projects are you involved in? Who are you collaborating with? Where do you live and what is that house/apartment/boat like? What kind of car do you drive? Where do you vacation? What do you look like? And sure, how much money do you make?

Go on and on! And make sure you are as specific as possible! Imagine you are describing a movie of how you spend every single day of your dream life down to what you have for breakfast, what

time you go to sleep, what your family is like, who your friends are, and of course, what goals you have accomplished.

You are creating a character. A person you will be.

And the more detailed you are in your description, the more likely you are to achieve those details.

3. YOUR ACCEPTANCE SPEECH

You've done this in the shower, I'm sure. Now it's time to do it on paper. For reals.

I want you to write out the acceptance speech for a great honor that you'd like to receive. It can be a Tony Award, an Academy Award, an honor from the Red Cross, becoming President of the United States, Father of the Year, etc. Whatever it is, make it the thing that will make you feel that yes, yes, yes, you are a success and have accomplished one of the reasons why you were put on this earth.

The great thing about this speech? You've got as much time in the world as you want to deliver it. There will be no orchestra playing you off. So write on and on and on.

What should you say in your speech?

Well, just like all the ones you've seen delivered on television, make sure you thank ALL the people who made it possible to be where you are . . . even if they are people you don't know yet. For example, thank your agent . . . even if you don't have one!

Also, make sure you say a few words to inspire those who will come after you. You're a role model. You're someone people will aspire to be.

But it's your speech, so write it as you see fit!

And then . . . you guessed it . . . I want you to speak it. Out loud.

Preferably in front of a mirror. But speak it. And pretend you are in front of that podium, holding that trophy (you can feel it in your hands, can't you?) or getting that honor. Now, stand and deliver.

And take your moment. It's yours. Soak it in.

Because you've earned this.

ACT II: THE PLAN

1. YOUR BIG 3

This is when things get real.

Now that you've conjured up exactly who you will be and what you will be doing in the not-so-distant future, it's time to start setting more specific goals that will help you become that future you.

My entire system of setting and accomplishing goals is based on the magic number "three".

In the next exercise, you'll be asked to write down three specific goals that you will make happen, by any means necessary, in the next twelve months.

Why do I call these goals BIG? Because they should be goals that will have the biggest impact on your dreams, so that when you accomplish them, they launch you forward like a rocket, not inch you forward like a turtle. Make sense? This is a very important concept and will also apply to some future goal setting in Act III.

Remember, when setting your Big 3, specificity matters, both in terms of the goals themselves and the "due date" of those goals (in this case, in twelve months).

And here's a tip! When choosing your goals, make them what I call "A-Squared": Ambitious and Achievable.

Yes, set the bar high enough that you have to stretch yourself to reach it, but don't make it so far out of reach that you set yourself up to fail. In this Act, we want to push ourselves towards something that can be achieved through our actions, as opposed to the dreams we wrote about in Act I.

2. YOUR MORNING ROUTINE

Starting the day off right (and early) is one of the simplest things anyone can do in order to achieve more and stay positive throughout the day. How many times do you find yourself running around and thinking, "I didn't get anything done today"? More than likely, it's because you didn't start the day off in the proper way.

When you establish a morning routine (and stick with it), you take charge of your day instead of it taking charge of you.

My morning routine looks like this:

4:45 – 5:30 AM Wake Up/Dress/Walk dog.
5:30 – 6:15 AM Eat breakfast and plan day.
6:15 – 7:45 AM Hit golf balls at driving range and work out.
7:45 – 8:15 AM Shower and commute to work.
8:15 – 8:30 AM Meditate/Journal/Affirmations.
8:30 – 9:00 AM Answer all emails in inbox or file for later.
9:00 – 10:00 AM Write!

Now, this morning routine isn't for everyone. It's for me! As my daughter would say when I try to play with one of her toys (or as I would say when I'm watching golf on TV and my wife tries to take the remote) . . . mine!

Your morning routine may start later. It may have less to do. Or more. Maybe you spend more time on some things than others.

Everyone's morning routine is different. But everyone should have a morning routine.

And if you don't, you will now.

In this exercise, write down your morning routine. If you've never had one, start with just a few things. But make them specific and yes, defined by TIME! If you have times established for certain activities, you are much more likely to do them . . . and stick with them!

Don't worry if your morning routine morphs a bit over time. Adjust it as necessary. And hopefully add more items to get you going in the AM!

The most important thing to add to your morning routine . . . **JOURNAL**!

ACT III: THE SMALL STEPS

This Act is the core of the journal and consists of the pages you will fill out every day. These pages are broken into three "stages":

- Affirm
- Action
- After

AFFIRM

In the Affirm stage, you'll restate who you are and what you're going to accomplish that week.

And remember your Yearly Big 3 that you set in Act II? Now we're going to take that concept and apply it to your weekly goals.

At the beginning of the week, you're going to establish three goals and each day you'll remind yourself of those goals. Again, make them "A-Squared" (Ambitious and Achievable) so that when you accomplish them <u>that week</u>, they will have a "big" impact on getting you closer to your yearly goals. (You're starting to see how this works, right?)

During the Affirm stage, you'll also check off that you've completed your morning routine and perform some basic mindset exercises.

ACTION

In the Action stage, you'll start with another set of three . . . but unlike the goals you set in your Yearly and Weekly Big 3, now you'll write down the three specific tasks that you are going to accomplish THAT DAY that will get you closer to your weekly goals. These tasks should be the things that will have the biggest impact on getting you to your Weekly Big 3, which will have the biggest impact on getting you to your Yearly Big 3.

See? Each Big 3 serves the one directly above it.

When picking your Daily Big 3, they don't have to be huge, time-consuming, epic tasks. They can take five minutes or five hours, just make sure they keep you chugging along towards the finish line of where you want to be at the end of that week.

During this stage, you'll also start to calendar your time, earmarking minutes or hours for those action items so they are protected on your calendar.

This is one of the most important parts of the daily journal!

For example, if you want to write Act I of your new play by the end of the week, and if your action item for today is to "Write Scene 1-3", then block off some time in your day for you to show up and write. You can literally put it in your calendar, set an alarm on your phone (or whatever you use to protect that time) and not do anything else except your task. That's right, shut off social media, hide your phone, lock your door, and do what you've told yourself you will do.

This simple process can have a massive impact on your productivity.

And you can do it.

Think of it this way . . . if you had a doctor's appointment at a specific time in the day, you'd be there, right? Probably early? So treat your Daily Big 3, whatever it is—writing, raising money, sending out resumes —like a doctor's appointment. Or better yet, think about it like your job. If you had a boss who told you to report to work at a time for a certain task, you'd obey, right? Well, now it's time to show up for yourself and honor the dreams you have. What's more important than that???

Calendar your day, protect your time for your tasks, and you'll see how quickly those tasks get done and how quickly you propel yourself towards your weekly and yearly goals . . . and dream life.

AFTER

In the After stage, you'll review your day and how you did with your objectives. You'll notice there are some other general checkboxes in this section (exercise, spending time with family, etc.). While these may not be directly correlated to the arts or your success, I believe these to-dos are important ingredients to a well-balanced life. These to-dos will fuel your others. So work them in and watch how everything around you improves.

When reviewing your day, if you find out you were less successful than other days, don't beat yourself up. It happens. No one is perfect. So, if you miss a day or miss a goal, don't get yourself down. Just make sure you get back on track the following day. I make it a rule to never, ever miss two days in a row! And watch what happens . . . keep a streak going long enough, and it'll become a habit, and you won't be able to break it if you tried.

WEEKLY REVIEWS

At the end of each week, you'll be asked a few questions, and you'll also get a chance to check in on your big vision and your overall progress. This is a great time to review what's working, what's not, and make appropriate adjustments. So few people objectively look at their results and modify their behavior, which is why most people

are stuck where they are.

But not you.

This is also when you'll establish your Weekly Big 3, so you can be ready to start the next week off on the right foot the very next morning.
If you feel the least bit overwhelmed by this section of the book, don't be. The exercises are all self-explanatory and instructions are included on each page. It's just a matter of jumping in and working through it.

And while Act I and Act II may take you 30 minutes to an hour, the daily pages should only take you about 5 to 10 minutes each day.
And the return on that time investment will be enormous, I promise.

Because if you put in that time and focus, you will achieve more than you can imagine.

And that is not motivational bull@#$%. It's a fact.

A positive mindset + a plan + purposeful action = success.

Ready?

I thought so.

Let's begin. Because I'm as excited as you are to see what you will do.

ACT 1

"THE BIG VISION"

"You have to think big to be big."

- Claude M. Bristol

SCENE I

"WHO ARE YOU AND WHAT DO YOU DO?"

In the space below, please write your name and what you are (based on what you want to do).

For example, "My name is Alice and I am a TV Sitcom Writer."

And when you write it, please use the exact format as the above example! (The most important part is "I am.")

And if you want to do several things that's fine! Wear several hats, although I strongly suggest no more than three!

Tell me . . . tell yourself . . . who are you and what you do.

(My name is . . . . and I am a . . .)

_____

_____

_____

SCENE II

"IN 10 YEARS I WILL BE . . ."

In the space below, write exactly and specifically who you will be in 10 years and what you'll be doing. Be specific and leave no dream or area of your life untouched. Write your ideal life. Now. And write it in the present tense. Like it already is. "I am a . . . I live in . . . I have a . . ." If you run out of space here, continue on additional paper, but keep dreaming.

SCENE III

"YOUR ACCEPTANCE SPEECH"

What do you want to win? A Tony? An Oscar? The Nobel Peace Prize?

Well, in this exercise, you've won it. Write your acceptance speech below. Describe what you won, why you won, and how it was getting to this moment. How do you feel and how does this win affect those around you? And of course, thank everybody . . . and their mother! And remember, you've got as much time as you want. Use a separate piece of paper if necessary!

When you finish, speak your speech out loud in front of a mirror. Wait. Start again. LOUDER!

ACT 2

"THE BIG PLAN"

"If you don't design your own life plan, chances are you'll fall into someone else's plan. And guess what they have planned for you? Not much."

- Jim Rohn

SCENE I

"YOUR BIG 3"

What are the three goals that you will accomplish by the end of the next twelve months?

Remember, make them "A-Squared" . . . Ambitious and Achievable. And when setting these goals, make sure they are three goals that will have the biggest impact on your life and will bring you closer to that person you want to be in ten years.

By _____, I will . . .
(date)

1. _____

_____

_____

_____

_____

2. _____

_____

_____

_____

_____

3. _____

_____

_____

_____

_____

ACT 3

"STEP BY STEP"

"Have a bias toward action – let's see something happen now. You can break that big plan into small steps and take the first step right away."

- Indira Gandhi

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Expect problems and eat them for breakfast."

- Alfred A. Montapert

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Be so good they can't ignore you."

- Steve Martin

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"I am not here to change the world. I am changing the world because I am here." - Lisa Wilson

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Don't wait for the perfect moment. Take the moment and make it perfect!" - Aryn Kyle

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The best way to guarantee a loss is to quit."

- Morgan Freeman

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Perseverance is failing 19 times and succeeding the 20th."

- Julie Andrews

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Time goes on. So whatever you're going to do. Do it. Do it now. Don't wait." - Robert De Niro

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"It's amazing what you can get if you quietly, clearly, and authoritatively demand it." - Meryl Streep

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Good, better, best. Never let it rest. 'Til your good is better and your better is best." - St. Jerome

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Amateurs sit and wait for inspiration, the rest of us just get up and go to work." - Stephen King

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Be passionate and move forward with gusto every single hour of every single day until you reach your goal." - Ava DuVernay

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If you're going to go for a thing, there's no point unless you're going all the way." - Cynthia Erivo

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You simply have to put one foot in front of the other and keep going. Put blinders on and plow right ahead." - George Lucas

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

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Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Don't wait for people to tell you who you are. Show them."

- Laura Benanti

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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I will do my Big 3 Tasks at the following times today:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Never do but one thing at a time, and never put off till tomorrow what you can do today." - Lope de Vega

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Those who say it can't be done are usually interrupted by others doing it." - James Baldwin

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Change your life today. Don't gamble on the future, act now, without delay." - *Simone de Beauvoir*

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You cannot rely on anyone, but yourself."

- Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"People like to put you into a box. I'm afraid I don't sit in a box."

- Andrew Lloyd Webber

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You can't just sit there and wait for people to give you that golden dream. You've got to get out there and make it happen for yourself." - Diana Ross

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Beware of missing chances; otherwise it may be altogether too late some day." - Franz Liszt

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"No matter how you feel, get up, dress up, show up, and never give up." - Regina Brett

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The difficult I'll do right now. The impossible will take a little while."

- Billie Holiday

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Ever tried. Ever failed. No matter. Try again. Fail again. Fail better."

- Samuel Beckett

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Become an expert at starting over and keep going."

- Lupita Nyong'o

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Don't care too much about what other people see or think. Say 'I'm proud of me.'" - Shea Diamond

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The secret of getting ahead is getting started."

- Mark Twain

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
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I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"There are lessons in everything: the bad, the good. Our job is to listen, and to continue to learn, so that maybe we get better at this." - Laverne Cox

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"When you believe in something, be very passionate. Don't take 'no' for an answer." - Jada Pinkett Smith

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If no one ever took risks, Michaelangelo would have painted the Sistine floor." - Neil Simon

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Every day has the potential to be the greatest day of your life."

- Lin-Manuel Miranda

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"I've heard of nothing coming from nothing, but I've never heard of absolutely nothing coming from hard work." - Uzo Aduba

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Every exit is an entry somewhere else."

- Tom Stoppard

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Go places, do research, do whatever it is that you need to do that will get you where you need and want to be." - Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Keep your face always toward the sunshine - and shadows will fall behind you." - Walt Whitman

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Either find a way, or make one."

- Philip Sidney

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You never know how far you're gonna go if you don't jump."

- Robbie Fairchild

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"A journey of a thousand miles must begin with a single step."

- Lao Tzu

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"In order to attain the impossible, one must attempt the absurd."

- Miguel de Cervantes

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You can't wait for inspiration. You have to go after it with a club."

- Jack London

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Don't watch the clock; do what it does. Keep going."

-Sam Levenson

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"I am not afraid of storms for I am learning how to sail my ship."

- Louisa May Alcott

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

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1. _____
2. _____
3. _____

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Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The key is to keep moving. Just keep moving."

-Tyler Perry

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"We may encounter many defeats but we must not be defeated."

- Maya Angelou

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Opportunity does not knock, it presents itself when you beat down the door." - Kyle Chandler

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Nothing will come easy. That's okay."

- Patti LuPone

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

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Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Every action of our lives touches on some chord that will vibrate in eternity." - Sean O'Casey

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Master your craft, empower yourself, and enjoy the journey."

- Denise Simon

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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My Weekly Big 3 Goals that I will accomplish this week are:

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Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"A problem is a chance for you to do everything possible."

- Duke Ellington

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

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What did you do to celebrate those Big Wins?

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If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

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How far along are you in accomplishing your Yearly Big 3 goals?

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What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"To go forward is to move toward perfection. March on, and fear not the thorns, or the sharp stones on life's path." - Kahlil Gibran

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You're only given a little spark of madness. You mustn't lose it."

- Robin Williams

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

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Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Success is like failure. It's how you perceive it. It's what you do with it, not how you achieve it." - Stephen Sondheim

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
3. _____

I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Let the beauty of what you love be what you do."

- Rumi

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
2. _____
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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Respect your efforts, respect yourself. Self-respect leads to self-discipline. When you have both firmly under your belt, that's real power." - Clint Eastwood

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If you can dream it, you can do it."

- Walt Disney

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If you risk nothing, then you risk everything."

- Geena Davis

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

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What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"There is no greater gift you can give or receive than to honor your calling. It's why you were born." - Oprah Winfrey

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"There isn't anything I wanted to do that I haven't. At the same time, there isn't anything I've ever done that I didn't want to do better." - Richard Rodgers

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Release yourself from the idea that you need someone else to do your work." - Tyler Mount

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Life is 10 percent what you make it, and 90 percent how you take it."

– Irving Berlin

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Commitment is an act, not a word."

- Jean-Paul Sartre

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You gotta have a dream. If you don't have a dream, how you gonna have a dream come true?" - Oscar Hammerstein II

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Every investment will lead to something."

- Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR WEEKLY REVIEW

Reread your description of what your life will be like ten years from Act I.

Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
2. _____
3. _____

What did you do to celebrate those Big Wins?

_____

_____

_____

_____

Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

_____

_____

How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Focus on the things that are important to you and your success, but also to your soul as well." - Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
3. _____

STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

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Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The most effective way to do it is… to do it."

- Amelia Earhart

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Hearing 'no' a lot tells you either you're crazy or you're right and you don't know which one until you finally launch." - Mike Krieger

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Go on being uncommercial. There's a lot of money in it."

– Jerome Kern

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

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Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The main thing is to keep the main thing the main thing."

- Sarah Elizabeth Lewis

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If they don't let you in the front door, go down the chimney."

- James L. Nederlander

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

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1. _____
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Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You can make a million excuses why something didn't go well. Ultimately, just fix it and get on with it." - Emily Weiss

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
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STAGE 2: ACTION

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If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

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Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You shouldn't dream your project, you should make it!"

- Steven Spielberg

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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I will do my Big 3 Tasks at the following times today:

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STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"You are always the first move."

- Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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STAGE 3: AFTER

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Accomplish your tasks? ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"If you do what is expected of you, you'll never accomplish more than others expect." - Howard Schultz

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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3. _____

STAGE 2: ACTION

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Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Life shrinks or expands in proportion to one's courage."

- Anaïs Nin

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

1. _____
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I will do my Big 3 Tasks at the following times today:

Task #1 @ _____ Task #2 @ _____ Task #3 @ _____

STAGE 3: AFTER

Did you . . .

Accomplish your tasks? ☐ Yes ☐ No

Exercise? ☐ Yes ☐ No

Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"The shows that change the world do it because they offer something you haven't seen before." - Jordan Roth

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

My Weekly Big 3 Goals that I will accomplish this week are:

1. _____
2. _____
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STAGE 2: ACTION

My Daily Big 3 Tasks that I will do today to get me closer to my Weekly Big 3 Goals are:

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YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Impatience is a virtue."

- Ursula Burns

STAGE 1: AFFIRM

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What do you want to tell yourself right before you go to sleep?

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YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Victory isn't as sweet when you win by default."

- Doug Maxwell

STAGE 1: AFFIRM

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YOUR WEEKLY REVIEW

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Reread your acceptance speech from Act I out loud now.

What were your three biggest accomplishments ("Big Wins") from last week:

1. _____
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What did you do to celebrate those Big Wins?

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_____

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Did you accomplish all of your Weekly Big 3 goals last week? ☐ Yes ☐ No

If not, what can you do differently to make sure you accomplish the weekly goals you set out to accomplish?

_____

_____

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How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #2: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

Goal #3: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

"It's like being on a bicycle. I just put my foot down and keep going."

- Angela Lansbury

CONGRATULATIONS.

You have been taking action towards your
Big Visionfor 77 days.

I know you are already seeing the positive results of your commitment and this systematic approach of taking massive action to get what you want out of your career, your art, and your life.

And your "You in 10 Years" is in sight.

This is a 90-day journal and will run out in only 13 days. To stay on track with your Yearly Big 3 as well as all of your Act I dreams, visit www.ActionJournalForArtists.com to order your next journal now.

And let's keep crackin'.

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"It is my instinct that the theatre has always survived on mavericks – people with a passion for the theatre who go their own way." - Cameron Mackintosh

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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STAGE 2: ACTION

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Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Strive for continuous improvement instead of perfection."

- Kim Collins

STAGE 1: AFFIRM

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(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Only I can change my life. No one can do it for me."

- Carol Burnett

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"All of the challenges will make you discover things about yourself that you never really knew." - Cicely Tyson

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

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_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"There are no shortcuts to hard work."

- Adrienne Warren

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"There's always doubt and fear. If you're a human being, everybody's got it." - Keala Settle

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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Learn something new? ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"One of the hardest things in life is having words in your heart that you don't utter." - James Earl Jones

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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What did you do to celebrate those Big Wins?

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Did you accomplish all of your Weekly Big 3 Goals last week? ☐ Yes ☐ No

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_____

_____

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How far along are you in accomplishing your Yearly Big 3 goals?

Goal #1: 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Be the content you want to see."

- Sierra Boggess

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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Learn something new? ☐ Yes ☐ No

Spend time with loved ones? ☐ Yes ☐ No

What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"When you are clear about your identity, you become limitless."

- Rodrick Covington

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"Everything you're doing today passes on to tomorrow."

- Tony Howell

STAGE 1: AFFIRM

_____

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I completed my Morning Routine ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

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_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"And you ask, 'But what if I fall?' Oh but my darling, what if you fly?"

- Erin Hanson

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

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What could you have done to make today better that you will do tomorrow?

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What do you want to tell yourself right before you go to sleep?

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YOUR DAILY ACTION PLAN FOR _____

(DATE)

"I'm going to be who I am and the rest will come into place."

- Tyler Mount

STAGE 1: AFFIRM

_____

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What could you have done to make today better that you will do tomorrow?

_____

_____

What do you want to tell yourself right before you go to sleep?

_____

YOUR DAILY ACTION PLAN FOR _____

(DATE)

"At every level, you will be successful through hustling, never giving up, and being passionate." - Ken Davenport

STAGE 1: AFFIRM

_____

(My name is . . . and I am a . . .)

I completed my Morning Routine ☐ Yes ☐ No

I am grateful for _____

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What are your Weekly Big 3 for your upcoming week?

1. _____
2. _____
3. _____

Are you still committed to achieving what you set out to achieve?

_____

_____

_____

"The path from dreams to success does exist. May you have the vision to find it, the courage to get on to it, and the perseverance to follow it."

- Kalpana Chawla

This is the end of the first three months of what will be the most productive and fulfilling year of your life.

To keep your momentum going, visit www.ActionJournalForArtists.com now to get your next journal.

Do you need further help with accomplishing your goals?
We want you to succeed. It's part of our #5000By2025 mission.

Email me at ken@theproducersperspective.com or visit
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