

IDEAL MORNING PLANNER



Next Steps - Worksheet 1/4

✓ KEY CONCEPTS

- *A great morning routine can make all the difference in being productive, achieving goals, feeling organized, and doing all of this with confidence.*
- *A series of great mornings add up to create a brilliant week.*
- *How we start our day significantly impacts our state of mind and mood.*
- *Emotional Contagion theory tells us that a leader's mood dramatically affects the effectiveness of the team they lead.*

Step 1 ✓

What activities would be part of my ideal pre-work morning routine?

E.g., Exercise, meditation, breakfast with family/partner, time to reflect, and plan

Step 2 ✓

What activities or habits do I want to remove from my current morning routine because they do not serve me well?



Step 3

Now prioritize the tasks, activities, and habits from steps one and two.

Start

1

2

3

4

5

Stop

1

2

3



Step 4



What is my plan for integrating my 1st and 2nd priorities into a new morning routine and eliminating those that do not serve me?

A large, empty white rectangular area intended for the user to write their response to the question above.



Step 5

Finally, identify the things that may get in the way and build a plan to overcome these challenges.

What are the things that may get in the way?

When and where are these likely to show up?

What is my plan for overcoming them?
