



# DAILY MOMENTUM PLANNER

Day/Date \_\_\_\_\_

**September 2020**

| M  | T  | W  | Th | F  | Sa | Su |
|----|----|----|----|----|----|----|
| 31 | 1  | 2  | 3  | 4  | 5  | 6  |
| 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 1  | 2  | 3  | 4  |

## TODAY'S PROJECTS

What will you focus on?

| Project | Due Date | Time | Event |
|---------|----------|------|-------|
| 1       |          |      |       |
| 2       |          |      |       |
| 3       |          |      |       |
| 4       |          |      |       |
| 5       |          |      |       |

## SCHEDULED EVENTS

What is planned for today?

## TODAY'S SCHEDULE

When will you do your tasks?

|     |       |
|-----|-------|
| :00 | _____ |
| :30 | _____ |
| :00 | _____ |
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| :00 | _____ |
| :30 | _____ |

## SUPPORTING TASKS

What do you need to do to complete those projects?

| Task | Energy Level | Project |
|------|--------------|---------|
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |

## EMERGENT TASKS

Sometimes unplanned tasks pop up! Jot them down here.

| Task | Energy Level | Project |
|------|--------------|---------|
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |
|      | ① ② ③ ④      |         |

## NOTES

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