

TAKE ACTION • KEEP MOVING • THINGS HAPPEN IN MOTION

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DAILY ACCOUNTABILITY SHEET

MORNING GOAL (Write your intention for today):

FIVE MUST-DO TASKS (Non-negotiables):

1. _____

2. _____

3. _____

4. _____

5. _____

TO-DO LIST (Additional tasks):

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

NIGHT REFLECTION & GOAL FOR TOMORROW:

What I am proud of today:

Goal for tomorrow before bed:

HOURLY ACTIVITY LOG (What you actually DID)

Hour	What I Actually Did
5 AM	
6 AM	
7 AM	
8 AM	
9 AM	
10 AM	
11 AM	
12 PM	
1 PM	
2 PM	
3 PM	
4 PM	
5 PM	
6 PM	
7 PM	
8 PM	
9 PM	
10 PM	