

Jim's Daily Success Sheet ___/___/___

Wake Up /Work Block (approx. 4:30 – 6:45)

- Wake up / Gracie out / Black Coffee only
- Read / Think / #1 Most creative thing done

Most Important Things To Do TODAY

- _____ (Est ____ Act ____)
- _____ (Est ____ Act ____)
- _____ (Est ____ Act ____)
- _____ (Est ____ Act ____)

Next Most Important To Get Done TODAY

1. Funnel Scripts (20%): _____
 _____ (Time Est ____ Act ____)
2. _____
 _____ (Time Est ____ Act ____)
3. _____
 _____ (Time Est ____ Act ____)

On Deck For Today or Tomorrow

- _____
 _____ (Time Est ____ Act ____)
- _____
 _____ (Time Est ____ Act ____)
- _____
 _____ (Time Est ____ Act ____)
- _____
 _____ (Time Est ____ Act ____)
- _____
 _____ (Time Est ____ Act ____)
- _____
 _____ (Time Est ____ Act ____)

Review / Plan For Tomorrow

- Finalize Day's Activities
- Final Email Check
- Plan Tomorrow, incl: meetings, Content, emails, promo, etc

4:30 a.m.
6:45 – TEAM MEETING
7:00 a.m.
7:30
8:00 a.m. Workout
8:30
9:00 a.m.
9:30
10:00 a.m.
10:30
11:00 a.m.
11:30
12:00 p.m. LUNCH / Break
12:30
1:00 p.m.
1:30
2:00 p.m.
2:30
3:00 p.m.
3:30
4:00 p.m.
4:30
5:00 p.m.
5:30
6:00 p.m.
6:30

