

Monday Momentum

Plan for the week of _____

Last Week's Accomplishments			
Accomplishment	Reason Why	Further Progress	Action to Take

Greatest Insight From Last Week: _____

TO DO's For This Week

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

TOP 3 MUST DO's For This Week

1. _____
2. _____
3. _____

Strategic Think Plan™

Possible Obstacles to Accomplishing Your Goals	Strategies to Overcome the Possible Obstacles
1	
2	
3	
4	
5	

Small In-Between Tasks I Could Do		Complete
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Mindful Moments:

- Take a mental break
- Step away from your desk
- Close email and other distractions to allow you full focus time

Looking forward, I need to...

Thought of the Week: _____