

## ***YOUR PERFECT DAY***

- What would you do in the morning? What time would you wake up, what would you do?
- What would you do for lunch, where would you go, what would you eat?
- What would you do after lunch, for dinner, for your evening activities?

## ***YOUR PERFECT MONTH***

- What would you want to accomplish? How much money? How many customers?
- What would you do with your family?
- What recreation and fun things would you do once you become a success?

## ***YOUR NOW SCHEDULE***

- Set up your calendar (paper or digital)
- Find a system you can use for keeping track of your schedule. Set up a Google calendar, work with the calendar on your phone, or get a paper calendar. You will use this to keep track of your schedule as you grow. It is important to actually keep up with your schedule each week.

The first thing you want to put on your calendar (even if you are using the same calendar for that you used for your goals) is schedule a day off. Mark off each day on your calendar and pencil in some activities that you might want to do on those dates.

What would be the best use of your time each day of the week? Use this graph to mark out times of your day that you spend at school, on homework, chores and specific events you HAVE to do. Then, find another color and mark time you will spend on your business productive time and another color for other business time.