

Either you run the day or the day runs you —Alice Glynn • It's hard to pay attention these days because of multiple affects of the information technology nowadays. You tend to develop a faster, speedier mind, but I don't think it's necessarily broader or smarter. —Robert Redford

Nothing is less productive than to make more efficient what should not be done at all. —Peter Drucker • Habit is stronger than reason. —George Santayana • I got nasty habits; I take tea at three. —Mick Jagger • We become what we repeatedly do. —Sean Covey

Date: _____

Most important Tasks (MITs):

6A:

1.

7A:

2.

8A:

3.

9A:

Goals:

10A:

1.

11A:

2.

12P:

3.

1P:

Random Notes:

2P:

3P:

4P:

5P:

6P:

7P:



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