
































































DAILY REFLECTION

DATE:

Keep a quick log of how you spent each 30-minute block of your day. It might be helpful to set a recurring timer in your phone and spend 45-seconds at the end of each half hour for a quick inventory.

TIME	ACTIVITY	FEELING
8:00 AM		  
8:30 AM		  
9:00 AM		  
9:30 AM		  
10:00 AM		  
10:30 AM		  
11:00 AM		  
11:30 AM		  
12:00 PM		  
12:30 PM		  
1:00 PM		  
1:30 PM		  
2:00 PM		  
2:30 PM		  
3:00 PM		  
3:30 PM		  
4:00 PM		  
4:30 PM		  
5:00 PM		  
5:30 PM		  
6:00 PM		  

At the end of the day, turn this page over to take a self-assessment of your day.

DAILY REFLECTION

What part of your day brought you the most joy?

What part of the day brought you the most frustration?

Remembering that “all jobs are 6-letter jobs”, what might improve your day tomorrow while still getting your job done?

Who can you tell about the frustration and who might you work to minimize that part of tomorrow?