

# WEEKLY PRODUCTIVITY PLANNER

DATE:

## MY TOP 3 PRIORITIES THIS WEEK

(The major projects or areas of your business that need your focused attention – and the individual tasks that will advance them forward)

### MIRACLE MORNING (60MINS)

- S** - Silence (5 mins)
- A** - Affirmations (5 mins)
- V** - Visualisation (5 mins)
- E** - Exercise (30 mins)
- R** - Reading (5-15 mins)
- S** - Writing (5-15 mins)

BUSINESS		PERSONAL
#1	#2	#3

KEY NUMBERS TO FOCUS ON PRODUCTIVITY	KEY AREAS THAT WILL ADVANCE SALES

TEAM THAT I NEED TO REACH OUT TO OR FOLLOW UP	CUSTOMERS THAT I NEED TO REACH OUT TO OR FOLLOW UP

TOP 5@5	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	WEEKEND
1						
2						
3						
4						
5						