

THE WEEKLY LOG

Actual Vs. Ideal

Today's Date: _____



Typical Work Day Activities	Actual Daily Hours	Ideal Daily Hours
Sleeping		
Morning Preparation (Shower, Grooming, etc.)		
Breakfast		
Exercise		
Roundtrip Commute To & From Work / Class		
Work / Class		
Lunch Break		
Chores / Housework / Homework		
Running Errands		
Dinner & Prep Time		
Family Time		
Self Time (Entertainment Or Relaxation)		
Athletics, etc.		
Daily Restroom Breaks		
Procrastinating		
Other:		
Other:		
Other:		
Total Hours		

Coaching Questions

- Are you overestimating or underestimating your actual time? How and why?
- What needs to happen for you to transform your actual day into your ideal day?
- What new commitments must you make to yourself? (Continue, start, & stop)
- What thoughts, emotions, actions, or results are paralyzing you?
- What are you going to do differently?

THE WEEKLY LOG

More Or Less

Today's Date: _____



More Of...

What Activities Do You Wish To Add To Your Life? Hours Per Day × # Of Days = Total Hours

	What Activities Do You Wish To Add To Your Life?	Hours Per Day	# Of Days	Total Hours
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Total Wish List Hours

Less Of...

What Activities Must Be Reduced Or Removed? Hours Per Day × # Of Days = Total Hours

	What Activities Must Be Reduced Or Removed?	Hours Per Day	# Of Days	Total Hours
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Total Free-Up Hours