



CATALYST⁴GROWTH

Date: _____

MORNING MINDSET

1. One thing I can get excited about today is...
2. A positive phrase or sentence I can say to myself several times today is...
3. Someone who needs me on my A-game today is...
4. A situation that might stress me out or trip me up today could be... and the way that my best self would deal with that is...
5. Someone I could surprise with a note, gift, or sign of appreciation is...
6. One action I could take today to demonstrate excellence or real value is...
7. One bold action I could take today is...
8. If I was my own high performance coach, I would tell myself this today...
9. I would complete this day proud of my efforts if I make sure I...
10. The big picture I have to keep in mind today is that I am working steadily towards...

Today's Message to Myself: _____		
Today's Top 3 Goals:	Tasks That Must Be Done Today:	People I Need To Reach Out To:
1. _____	1. _____	1. _____
2. _____	2. _____	2. _____
3. _____	3. _____	3. _____

6:00 AM _____	1:00 PM _____
6:30 _____	1:30 _____
7:00 _____	2:00 _____
7:30 _____	2:30 _____
8:00 _____	3:00 _____
8:30 _____	3:30 _____
9:00 _____	4:00 _____
9:30 _____	4:30 _____
10:00 _____	5:00 _____
10:30 _____	5:30 _____
11:00 _____	6:00 _____
11:30 _____	6:30 _____
NOON _____	7:00 _____
12:30 _____	7:30 _____

EVENING JOURNAL

1. A moment that I really appreciated today was...
2. A situation or task I handled well today was...
3. Something I realized or learned today was...
4. I could have made today even better if I...
5. Something that could have helped me feel more connected to others today would have been...
6. If I was my own high performance coach, I would tell myself this statement about today...

DAILY HABITS SCORECARD

Score yourself from 1-5 on the following High Performance Habit statements. The goal isn't to be perfect, but to be self-aware each day on the habits that help you succeed over the long-term.

- **CLARITY** I knew my "why" and I lived intentionally today.
- **PRODUCTIVITY** I worked on things that mattered most today.
- **ENERGY** I managed my mental and physical energy well.
- **INFLUENCE** I guided or treated others well today.
- **NECESSITY** I felt it was necessary to be my best and made success a "must".
- **COURAGE** I shared my real self, thoughts and feelings today.

Get world-class training on how to be 10x more productive, manage your time and projects like a pro, and achieve your goals faster!

Get the Productivity Masterclass & Time Management Course for just \$10!