Welcome to the Self Journal - the tool that will empower you to plan your goals, take consistent action, and make each day count as you walk your own path to your best self.

As students of human performance, we’re fascinated by the techniques, strategies, and methodologies that help people achieve their potential and create a life they love.

When it comes to success, goals provide a pathway between the life you have now and the direction you want to move. Goals create opportunities, open doors, and build your confidence to move further out of your comfort zone.

The Self Journal is the system that fills the gap between goal setting and goal achievement. Initially, we created this system-based planner for our own use, but after amazing feedback we decided to release it to the world.

Your Self Journal contains a proven system that can help make your success inevitable... but it only works if you use it.

Without you, it’s just another pretty notebook. And that’s why the Self Journal is designed in a minimalist, clutter free style. There’s plenty of scope to make it your own.

We hope you can utilize this book as a canvas to create something to be proud of - as you walk your own journey to your best self.

Be your best today and everyday,

Cathryn Lavery — BestSelf Co. - Founder & CEO

P.S. For more free resources, videos, and goal templates, visit bestself.co/get-started
“If this is something that you really want to do, if you believe in it... simply keep forging forward because success will come.”

- CASSANDRA SANFORD -
Quick Start Guide

✓ READ THE GUIDE

O COMMIT TO & BELIEVE IN YOURSELF
Have high expectations. Expect the impossible. Be open to opportunities and trust you can do it.

O COMPLETE BUCKET LIST AND BESTSELF BENCHMARK
Use the 13-Week Bucket List and BestSelf Benchmark to help assess where you currently are and which areas of your life you want to improve. These tools will help you narrow your focus for when you are setting your outcome goals.

O SET YOUR 13-WEEK OUTCOME GOAL
Outline your 13-week outcome goal, set your milestones for measuring progress, and outline your critical drivers. With these 3 outputs you will know where you’re going, what you need to achieve, and what steps you need to take to move the needle.

O HABIT TRACKING
Our habits shape our lives. Use the Habit Tracker to outline what habits need to take hold in order for you to have the life you want.

O DAILY HABITS
Use the morning and evening rituals to help focus your efforts and get the most out of your day. If you win your days, you will begin to win your life.

O WEEKLY HABITS
Plan and reflect your weeks to help keep your goals in the forefront, learn from your wins and losses and keep your relationships healthy.

O COMMUNITY
You’re NOT alone. If you get stuck, need some accountability, or want feedback, simply ask in the BestSelf Alliance Facebook group.

Quick Start Habits

MORNING RITUAL

MORNING GRATITUDE
Write down three things you’re grateful for.
(or one thing you’re grateful for with three reasons why.)

STATE YOUR GOAL
Ensure your daily efforts are connected to your desired result. Whatever your goal, it’s crucial to keep it top of mind. There’s also a space where you can outline what would make the day great.

TODAY’S TARGET
Identify the top three priorities you must accomplish to achieve your goal.

EVENING RITUAL
DAILY METRICS
Assess your mood and note your Win The Day score to decide how close your plan became reality.

PLAN YOUR DAY (Optional: Morning or Evening)
Use the 30-minute scheduler to optimize your day. For maximum productivity, aim for zero white space.

WEEKLY HABITS

PLAN YOUR WEEK
Outline the three objectives for the week, any events or deadlines, and any tasks or errands that need to be done in the week. You’ll be ready to tackle each week with this complete overview of priorities.

WEEKLY REFLECTION
Add up your “Plan To Reality” and “Win The Day” scores from your daily pages to help assess your week. Write about lessons learned, highs, lows, or memorable moments. It’s important to reflect on your relationships as well as your goals. Lastly, how will you ensure next week is as good or better than the previous week?
Guiding Principles

During the creative journey of crafting the structure of the Self Journal into what you’re holding now, we focused on seven principles that became the blueprint for the design.

1. CRAFT A 13-WEEK ROADMAP FOR YOUR GOAL

Goals are meaningless without a plan that sets out how you’ll achieve them. If you want to achieve your life goals, you must build a path towards them. Our 13-Week Roadmap is designed to help you break down your life goals into actionable steps, measurable milestones and small weekly and daily actions.

In this way, the Self Journal fills the gap between goal setting and goal achieving by giving you a system of execution that will guide your performance and track your progress. And if you’re wondering why 13 weeks? A three-month horizon is short enough to curb procrastination yet long enough to reach real performance gains.

2. PRIORITIZE YOUR MOST CRITICAL TASKS

All tasks are not created equal. Planning your day and prioritizing your tasks is the difference between having a reactive day and a proactive day. With the Self Journal, you begin your day with your most critical tasks first.

By planning your day the night before (or early in the morning), you can prioritize your workflow and ensure you’re getting the important things done.

3. PLAN YOUR DAY BEFORE IT STARTS

Planning is the most crucial part of the formula we call “time management”. That’s why we’ve added the timeline tracker for each day. It’s broken down into 30-minute segments to allow you to optimize your day from sunrise to sunset.

Practice leaving ZERO white space on the planner so that you have no unaccounted time. This may sound overwhelming at first, but the objective here is to learn how to spend your time consciously and optimally.

Much like with budgeting money (where we give every dollar a job), aim to do the same with your time. This will help you transition easily from one task to the next with laser-focus and no wasted ‘in-between’ time or decision fatigue.

4. NEVER FEEL LEFT BEHIND

We left everything undated so you can start planning your goals and becoming your best self today. This isn’t about waiting until January 1st to make a change, it’s about empowering you to start now.

If you go on vacation or take time off, you can just start back when you return without any awkward blank pages. The Self Journal was designed to be flexible and friendly to work with.

5. TRACKING & REFLECTION

Your success in life is the sum of the habits you create. Whether it’s a new habit you want to add to your life or tracking what you’re already doing, you’ll find space for monthly tracking, daily reflection and notes in your Self Journal.

6. DAILY POSITIVE PSYCHOLOGY

Using proven positive psychology fundamentals, we’ve created space to cultivate a habit of gratitude. Starting your day with gratitude will give you a happiness boost before any negative thoughts or worry can take hold.

This daily practice will help you eradicate negative thought behaviors and help you adopt a positive outlook where anything is possible.

7. CONSISTENCY & THE 20-MILE MARCH

If you want to crush your goals and reach greatness, you must focus on consistent and long-term personal performance.

In the book Great by Choice, author Jim Collins shares the story of two explorers, Amundsen and Scott, who each led separate teams on an expedition race to the South Pole in 1911. The journey there and back was roughly 1,400 miles, which is equivalent to a round-trip from New York City to Chicago.

While both teams would travel the same distance through extremely harsh weather conditions, each took an entirely different approach to the journey.
Scott’s strategy was to walk as far as possible on the good weather days and then rest up on the bad days to conserve energy.

Conversely, Amundsen’s team adhered to a strict regimen of consistent progress by walking 20 miles every day — no matter what the weather. On good days Amundsen’s team was very capable of walking further, but Amundsen was adamant they walk no more than 20 miles — to conserve their energy.

Which team do you think succeeded?

It was Amundsen’s — because they took consistent action and this same principle will be true for your goals.

8. GET STARTED

As with anything new, you’re bound to have questions and maybe even some uncertainty. But don’t let that put you off from getting started. Perfection is not required. Instead, experiment with your journal. Personalize it and figure out what works best for you.

Remember, the best day to start your Self Journal was yesterday. The next best day is today! Every day you delay means one less day to create the life you love.

So what are you waiting for?!

"We are what we repeatedly do. Excellence, then, is not an act, but a habit."
- WILL DURANT -

The 13-Week Wall Calendar

If you take action every single day — you’ll be able to complete your own 20-Mile March to greatness. And to help develop the consistency you’ll need, we’ve included a 13-Week Wall Calendar in your Self Journal’s box. We recommend you use this as a visual tool to track your progress and inspire the right habits.

HOW TO USE YOUR 13-WEEK WALL CALENDAR

Simply decide on the actions you must take every day — to move the needle in the right direction. Then at the end of each day, mark off your calendar. Aim to create a streak and don’t break the chain! Apply this success principle and you’ll build momentum and embed the habits that will help you march your way to your goal.

A Day In The Life

Now that you understand the success principles that underpin your Self Journal, let’s explore how you can benefit from these techniques every day.

The Self Journal is more than a planner.

It’s actually a system that’s designed to help make your success inevitable.

If you set the right 13-week outcome goal and then use your journal consistently to help you take the right actions — every day... you have a strong chance of achieving any realistic 13-week target that you set.

In the pages that follow, you’ll discover more about this system as well as finding out how the Self Journal’s daily pages will help you crush it.

There are three parts to this:

1. Your 13-Week Outcome Goal: The BIG picture
2. The Daily Planner: The daily action steps you must take to get from A to B
3. Weekly Reflection: The practice needed to ensure you stay on track

Let’s explore these in turn...
In other words, it’s good to get out of your comfort zone. So goal setting is a proven method to not only achieve your dreams, but also get there quicker. And that’s what the Self Journal is designed to do.

2. CREATE YOUR ROADMAP FOR YOUR 13-WEEK GOAL

People often wonder why the Self Journal is built around a 13-week timespan. Here’s why... When you focus on quarterly accomplishments (rather than one-year, five-year, or even ten-year goals), you’ll feel more motivated to take action. You’ll find it’s much easier to fend off procrastination when the finish line is always in sight. There’s more urgency. You can see the clock ticking so you feel more compelled to do the work now, rather than leaving it for another time. In short, a 13-week focus is a powerful way to ensure you take consistent action and get more done.

But this doesn’t mean giving up on your bigger goals. Instead, it’s about breaking down your big goals into 13-week bite-sized chunks. And because these manageable chunks will be more productive, you could find that the Self Journal helps you accomplish more in a year than you thought possible.

3. GOAL SETTING VS. GOAL ACHIEVING

The difference between goal setting and goal achieving is when you create a roadmap to get there. Don’t let a description of the goal be a substitute for the roadmap — we need to create a map for ourselves, with measurable milestones to ensure we’re on the right track.

The aviation industry has a guideline known as the 60-to-1 Rule. This rule explains that if you’re 1 degree off your designated course, you’ll miss your target landing spot by 92 feet for every mile you fly. This amounts to 1 mile off for every 60 miles you travel. This also means the longer you travel, the further off course you’ll be. The same logic applies to your goals.

Through measuring your progress and breaking your S.M.A.R.T. goal into daily and weekly actions (critical drivers) over a 13-week timespan, you can arrive exactly where you intended, on schedule, without being burnt out.

This technique is used by some of the world’s most successful entrepreneurs. That’s because they know the key to success is short-term goals tackled with disciplined, daily action.
Your 13-Week Outcome Goal

**1. OUTCOME GOAL**

First, decide your outcome goal. This is the equivalent to your finish line and should be a high-level target. Your outcome is equivalent to the finish line.

Your outcome goal should be tangible, objective, and unambiguous. It should be clear to any rational observer whether your outcome has been achieved [or not]. Imagine you were climbing Mount Everest... reaching the summit would be your specific outcome goal and it would be very clear whether or not you reached it.

For example, you could set a revenue goal, a customer acquisition number, or a weight loss target.

**2. PROGRESS MILESTONES**

Most people can set an outcome goal, but stumble when it comes to figuring out how to achieve it. In fact, it’s the reason why 88% of people fail their New Year’s Resolutions - they don’t have a plan of work in place for exactly how to get there.

That’s why step two is defining your progress milestones.

**Progress milestones are the targets you must reach to stay on track and achieve your outcome goal.** Going back to our Everest analogy, your progress goals are the equivalent of the rest/base camps along the way to the summit. Your progress milestones must be trackable, measurable, and describe outcomes rather than activities. They’re the targets you must reach to achieve your goal.

Your progress milestones must be linked to your outcome goal and a measurable improvement in each metric should push the needle in the right direction. For example:

- Customer acquisition might be to **increase your conversion rate to 15%**
- Weight loss might be to **improve your 5k running pace to below 20 minutes**
- Publishing a book might be to **write 50,000 words**

Once identified, your progress milestones will help you identify your critical drivers.

**3. CRITICAL DRIVERS**

With your S.M.A.R.T. goal defined and your progress milestones laid out, it’s time to take action and get the needle moving. Using the Everest metaphor again, your critical drivers represent the action steps that ensure you hit the base camps on the route to the summit, AKA your outcome goal.

Here are some examples of critical drivers:

A sales conversion critical driver might be to send **50 prospecting emails per day**.

For health/weight loss goals, **30 mins of cardio three times per week**. For stronger relationships, it might be to spend **30 minutes with each of your children every week**.

Your critical drivers are the actions that will go into your daily Self Journal entries - so you can ensure you’re doing the work necessary to achieve your outcome goals. What’s more, by knowing the needed daily action steps, you’ll also have a clear idea of what you can delegate or outsource to other people. This allows you to focus your time on your highest leverage activities.

**GOAL TEMPLATES**

If you want more examples of outcome goals, progress milestone, and critical drivers you can visit: **bestself.co/igotgoals**

So now that you’ve explored how to set your goal, let’s look at how to use the journal’s 13-Week Bucket List, BestSelf Benchmark, 13-Week Goal sheets, and Habit Tracker.
It’s easy to get excited about your new journal and just jump right in without fully vetting out your goal. Before you do that, take some time to reflect and outline everything that goes into the goal you want to achieve. Use the Bucket List and Benchmark pages to help access areas that you may want to improve on.

Feeling overwhelmed? We’ve put together some goal breakowns that others have found helpful to get started. Grab them here: [bestself.co/goalsguide](http://bestself.co/goalsguide)

**Habit Tracker**

Good habits make it easy to do the things that matter – on autopilot. When you don’t have to think and you remove decisions, you can get more done with less time. So if you want to do your best, cultivate the habits that empower you to show up as the person you want to be – in all areas of your life.

For example, take daily walks, start meditating, practice journaling, make Friday date night or plan your week on the Sunday before the week begins. Be sure to utilize the habit tracker inside your Self Journal to help make those good habits stick.

There’s a daily check box on every daily pages to help keep your habits top of mind.

**TOP TIP:**

If you want to learn more about making habits stick and the role they play in your success, check out: [bestself.co/habit-ideas](http://bestself.co/habit-ideas)
How many of us keep a bucket list in our head - telling ourselves we’ll get around to doing the things on our list ‘someday’?

When you’re caught up in the day-to-day, it’s hard to make time for the things you really want to do. But you can change that habit with your 13-Week Bucket List. With this tool, your bucket list is no longer left to chance. With your outcome goals and progress milestones in mind, plus additional activities you’d like to make time for, map out your bucket list for the next 13 weeks.

Instead of having a bucket list that you never consider, you can get intentional about where you want to go, what you want to experience, and who you want to spend time with. With your bucket list created, use your monthly and daily pages to make your dreams happen now rather than later.

**TOP TIP:**

Remember to set a reminder on your calendar to review this page every few weeks -- to ensure you stay on track with your intentions.

For bucket list ideas and inspiration, visit: bestself.co/bucketlist

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### 13-Week Bucket List

**THINGS TO DO / EXPERIENCES TO HAVE:**

1. Bungee jumping
2. Picnic in the park
3. Spontaneous camping trip
4. Outdoor concert
5. Bake a cake
6. Go on an indoor date

**PEOPLE TO CONNECT WITH:**

1. Cousins coming to visit
2. Old co-workers birthday party
3. Liz from networking event

**PLACES TO VISIT / EXPLORE:**

1. Grand Canyon
2. Barcelona
3. South Africa

**OTHER:**

1. Donate blood

### BestSelf Benchmark

**Life areas:**

**HEALTH:**

- Weak left knee from biking injury but recovering!

**FINANCES:**

- Need a solid budgeting plan to take more control in this area

**RELATIONSHIPS:**

- Been taking more initiative with meetups and group gatherings

**PERSONAL GROWTH:**

- Reading + podcasts once a week but would like to branch out into getting an accountability coach

**WORK / CAREER:**

- Feeling stuck in a rut. Would like to take on new projects

**MINDFULNESS:**

- Positive affirmations and yoga

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### Completing your benchmark quiz:

1. **Circle a number between 1-10 to indicate how satisfied you are in each area of your life.**

2. **Use the free space under each category to explain your current score or explore what a 10 might look like for you.**

For customized personal resources, tips and recommendations, visit: bestself.co/benchmark

**TOP TIP:**

With your baseline complete, explore how you could increase your total score while you achieve your 13-week goal. For a list of bite-sized habits that can improve work-life harmony visit bestself.co/the-bestself-hub.
Weekly Planning

Start your journey by planning for your first week on the Weekly Planning pages. This exercise is key because you’re framing your week. If you jump into your week without a plan, it’s easy to become unfocused or stuck on the things that aren’t important.

If you’ve ever gotten to the end of your week and felt like you were busy but haven’t accomplished much, that’s because you went into the week without a plan. By planning your week with your goals in mind, you’ll end your week feeling accomplished and motivated to do it again.

**WEEKLY OBJECTIVES**

What are the three big objectives that if completed would make this week a win? Use your milestones to help you focus on what will move the needle. Sometimes your objectives will be from one outcome goal or multiple goals. As the weeks pass, be sure you’re not neglecting some goals. The key is balance and to continue that “20-mile march”.

**EVENTS / DEADLINES**

Start your week by outlining the events and deadlines you have for the week. You can use these to schedule your week.

**TASKS & ERRANDS**

Free up bandwidth and stay on top of tasks and errands by recording them here.

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As well as planning your week ahead of time, it’s important to check in on your progress at the end of each week — to ensure the needle is moving and the wheels aren’t spinning.

If you keep your eye on the ball, you can get back on track more quickly — if you go off course. Weekly reflections can provide clarity and perspective that helps keep you motivated.

**SUMMARY**

Transfer your “Win The Day” and “Plan to Reality” scores from your daily pages to get a sense of how your week went. Reflect on why your week went the way it did.

**REFLECTIONS**

Reflection helps you celebrate wins, capture lessons, and remember what you accomplished with your time. This essential practice helps to minimise recurring mistakes because key lessons are crystallized - not forgotten.

**RELATIONSHIPS**

Reflect on the relationships you had this week. Were there any lessons learned or important moments?

**LESSONS LEARNED**

What did you learn this week that could make next week better?
**Daily Planning**

With your 13-week outcome goal crafted, it’s time to move on from planning and start implementing. Remember, NOTHING happens until you take action.

A goal will remain a dream unless you take consistent daily action steps to get you closer to where you want to be. Here’s how to leverage daily planning to maximise your results.

Have you heard the saying, "How you do anything is how you do everything"? Well, how you spend the first hour of your morning can set up your day to be a work of art or an unruly chaos!

It’s not always possible to plan how the middle of the day goes, but you can make a choice about how you begin and end each day - to ensure you get the most important things done. It’s a well known fact that the most successful people in the world, from the late Benjamin Franklin and Steve Jobs to Arianna Huffington, know how to leverage their mornings to ensure they start their day on a positive and productive note.

There are some simple morning practices woven into the journal to help you enjoy a kick-ass day.

1. **PRACTICE GRATITUDE**

   Studies indicate that beginning your day with gratitude can rewire your brain to have a more positive outlook on life. Gratitude means counting your blessings, appreciating the simple pleasures, and appreciating everything you have.

   By practicing a daily habit of gratitude, you’ll begin to see and think differently, especially during moments when you feel stuck in a rut. When we shift our focus from the negative to the positive, it helps us to see the situation more clearly so that we stop worrying and open our minds to new solutions.

   Gratitude can be broken down into three steps:
   1. Recognize what we’re grateful for
   2. Acknowledge it to be true
   3. Take a moment to appreciate it.

2. **DAILY GOAL:**

   The “My Goal” section is a daily space to magnetize your mind toward the outcome you’re striving for. By expressing and reviewing these every day, you signal to your subconscious mind that your thoughts, actions, and decisions should be directed toward this.

3. **TODAY’S TARGETS:**

   This section is to write down the day’s most important tasks - those activities you must accomplish to ensure you take consistent action towards your outcome goal.

   **This is not a to-do list.** When we write a to-do list, it’s convenient for us to work on the easiest things first so that we can cross them off our list; however, you won’t find your success by mindlessly spending your days checking off a to-do list. **Prioritized work beats busy work every time.**

   Use the time blocks allocated to each task to estimate how long each will take so you can schedule it into your day. You may find tasks difficult to estimate in the beginning, however this is a skill you will get better at as you learn how you work.

4. **WHAT WILL MAKE TODAY GREAT?**:

   Take a minute to envision your day; where do you see the biggest challenge or opportunity? Rather than letting life happen to you, be proactive in running through your day in your head. Where are the potential obstacles or opportunities? How can you embrace these and still make today great?

5. **PLAN YOUR DAY WITH THE DAILY TIMELINE**

   Time is the greatest equalizer. Everyone has the same 24 hours in their day. The difference between those who perform at the highest level and those who consistently struggle is that they’re intentional with time and conscious about where they give their attention. You should be too.

   A robust plan can help you achieve this — so you can win the day.
Daily Planning

The key to a kick-ass day is to leave ZERO (or as little as possible) white space on your planner. Remember, unallocated time is more likely to be squandered. The more white space you leave, the more you’re not reaching your full potential for the day.

Use the daily timeline on the daily planner page to time block your day:

1. Block in any meetings/appointments you have
2. Time block today’s targets first
3. Plan secondary tasks/activities in any remaining blank space

Zero white space doesn’t mean skipping breaks or filling your day with an unsustainable workload. Instead it’s about becoming intentional with your time and spending it wisely — so you can make the maximum amount of progress each day. This means prioritizing, making time for everything that’s important, and then scheduling it. Remember, what gets planned gets done.

So if you want to go to the gym, plan it into your day. If you want to catch up with friends on Facebook, schedule it. Allocate a realistic time box to each activity (so you know when to move onto the next thing) and see your productivity and output soar!

5. TAKE ACTION

Once your day is planned out, make it happen!

Hustle, stay focused, remove distractions, avoid procrastination, make progress, and check through your priorities. That way you’ll win the day and hit the evening feeling accomplished — knowing the needle has moved.

Evening Reflection

Much the same as using your morning ritual as a kick-starter, it pays to end your day with a routine that can set you up for a productive, high-energy, focused tomorrow.

A powerful technique that can help you achieve this is reflection and review - and that’s exactly what your journal is designed to help you do.

“We do not learn from experience, we learn from reflecting on experience.”
— John Dewey

Benjamin Franklin was famous for his exceptional productivity and rigorous routines. He ended each carefully, mapped out day by asking himself, “What good did I do today?”

The freedom space on each day allow you take stock of your day and unapologetically brag about how awesome you were! No expectations or dwelling on what you could have done better. You’re only allowed to focus on the positives and what you did well.

Importantly, small successes are just as key as the big wins. Even straightforward actions such as going to the gym or making that sales call you’d been avoiding should be recorded. Over time this daily practice can make a big difference to your mindset. If you make a daily habit of noticing and celebrating all the great things you’ve accomplished, your confidence in your abilities will grow. You’ll also improve your relationship with yourself (and others).

CONSTANT IMPROVEMENT

The Self Journal is designed to prime your mind toward the positive and help you continually grow and develop as a person. As Zig Ziglar said, “What you get by achieving your goals is not as important as what you become by achieving your goals.”

Define success on your own terms, achieve it by your own rules, and build a life you’re proud to live.

- ANNE SWEENY -
1. YOUR PLAN VS. YOUR REALITY

We recommend reviewing your daily pages and rate how close your plan was to the reality of the day. There’s a place to write your “Plan To Reality” score under the daily timeline. A score of 1 means that nothing went to plan and a score of 10 means everything went as you had planned.

Your “Plan To Reality” score might start off low. The goal is to use this measurement to help you learn how to plan better. Look for recurring distractions or hurdles that seem to throw you off your plan. Do you over or under estimate how long things will take? The better you get at planning your time, the more in control you will feel.

2. WIN THE DAY SCORE

Your “Win The Day” score is a reflection on how you feel your day went. Even if your day didn’t go to plan, did something happen that really made the day a great one? This measurement is meant to keep a barometer on how you are feeling. If you’re feeling drained at the end of the day, take some time to reflect on what was causing it and what could be done to help. There’s a ton of great resources at bestself.co/the-bestself-hub.

3. MOOD CHECK

It’s a good practice to stop and take a step back and reflect on your mood. It’s easy to sometimes let your mood take control and this measurement is just a quick gut check on how you’re feeling.

4. EVENING PRACTICES

This new version of the Self Journal has a lot more free space on each daily spread. There are other evening practices that you might like to weave into your routine. For example, journaling, gratitude, idea generation, etc. Feel free to use the freedom space on your daily planner for these.

"Success means doing the best we can with what we have. Success is the doing, not the getting, in the trying, not the triumph.

Success is a personal standard, reaching for the highest that is in us, becoming all that we can be."

- ZIG ZIGLAR -
Leverage your time by planning your day for optimum productivity using the daily timeline. Remember to ‘eat your frog’ first [i.e. the hardest task on your list], then put time boxes around all your other tasks so the day doesn’t run away from you.

**DAILY TIMELINE:**
Plan out your day leaving no time unaccounted for. Remember, unplanned time usually gets wasted so plan both your personal and profession time. Want to start your day earlier? We printed the time stamps lightly to give you the freedom to easily overwrite them.

**DAY & DATE**
Circle the day and write the date.

**GRATITUDE**
A space to start your day with positivity.

**TODAY’S TARGETS**
What would be your three biggest wins for the day? Use the circles to indicate how much time you think it will take to accomplish each task. One circle equals 30-minutes.

**DAILY METRICS**
Rate out of 10 how close to reality your daily plan was.

**YOUR GOAL**
Daily goal affirmation space. Weekly, monthly, or lifetime. Define the goals you want to achieve.

**FREEDOME SPACE**
Yours to use any way you like - from notes, to gratitude, quotes and doodles, anything goes!

**PROGRESS BAR**
A visual representation of how far you’ve come.

**DAILY QUOTE, PROMPT OR WEEKLY WISDOM**
Either a dose of inspiration from the greats, a prompt from one of BestSelf’s Discovery Decks or a Weekly Wisdom tip to help keep you motivated.
Freedom Pages

The freedom pages at the back of the Self Journal (p. 218—236) are there to provide you with free space for writing, brainstorming and even sketching ideas.
Daily Rituals Card

It’s a known fact that the most successful people in the world have created daily rituals that allow them to leverage their time through creating routines for success.

It’s not always possible to plan how the middle of our day goes, but we can make a choice about how we begin and end each day to ensure we get our important things done.

We’ve created a Daily Rituals card to allow you to craft the actions you’d like to bookend your day with. You’ll find this Daily Rituals card inside Self Journal box. Place this card somewhere where you’ll see it regularly to help you remember to take action.

Certain things catch your eye, but pursue only those that capture the heart.

- ANCIENT INDIAN PROVERB -

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Morning Ritual

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Evening Ritual

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Keep track of key moments or memories with the index so you can find them easily later.

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