

Essential Ways to Plan a Successful Day

- 1. Get an early start.**
Gain 10-20 minutes and see the difference.
- 2. Picture the desired result.**
Set this as your intention for the day.
- 3. Set your schedule. List your to-dos.**
Batch similar tasks for ultimate efficiency.
- 4. Prioritize healthy habits.**
Plan out your meals, snacks, and exercise.
- 5. Select your top three.**
Keep focused on your priorities.
- 6. Get to work.**
Start small to gain momentum.
- 7. Plan for tomorrow.**
Set your future self up for success.
- 8. Practice gratitude.**
Reflect and find something to be grateful for.
- 9. Unplug.**
Carve out time for you and those you love.
- 10. Commit to quality sleep.**
Recharge for at least seven hours.

* Taken from daydesigner.com