

Daily Planner

Date _____

MAIN PRIORITIES

1 _____

2 _____

3 _____

SCHEDULE

6:00 _____

7:00 _____

8:00 _____

9:00 _____

10:00 _____

11:00 _____

12:00 _____

1:00 _____

2:00 _____

3:00 _____

4:00 _____

5:00 _____

6:00 _____

7:00 _____

8:00 _____

9:00 _____

TO DO

GOAL	ACTUAL

FOUNDATION	DELETE

ADD	REARRANGE

WHITE SPACE

Daily Planner (2016 Version)

Thank you for downloading the Daily Planner from <http://sagegrayson.com>. This is a preview worksheet from my 2016 Edited Year Weekly Calendar, but its practical organization is timeless.

Use this worksheet for monitoring your daily schedule, main priorities, to-do items, goal tracking, and life editing progress.



Who's Sage?

Hey there! I'm Sage Grayson, a former book editor turned life and business coach. I'm a Life Editor . . . and so are you!

Like this worksheet? Use the code **LETSGO** to save 50% off my digital programs.



Life Editing for Beginners

<https://sagegrayson.mykajabi.com/lefb>



Startup In 60

<https://sagegrayson.mykajabi.com/startupin60>



Life Editor Clubhouse Archives

<https://sagegrayson.mykajabi.com/clubhouse>