

# Daysheet Date: 4/11/18 -

## MINDFocus

- Create systems, even if it takes forever.
- Welcome Demons
- Relax Belly
- Rewards vs Avoidances
- Train Habits
- Glorify the experience of the work.
- Use breadcrumbs to remember where you are
- Focus on SERVICE.

## BODYFocus

- Water
- Stretching
- Sleep
- Practice
- Meditation

## HOUSE Focus

- Make Bed
- Kitchen Clean

## COMPUTER Focus

- Set up Email

## 3-4 Hour Grid

20 or 30 min per Box

30	30
30	30
30	30

## Finishings

### MUST DO in next 24 hrs:

- ...
- ...

### To Support XYZ:

- ...
- ...

### To Support ABC:

- ...
- ...

### To Support LMNOP:

- ...
- ...

### To Support 123:

- ...
- ...
- ...

### To Support Home:

- ...

### To Support Body:

- ...

### To Support ME:

- ...
- ...

## Anxiety Provokers & Reducers

- Time-tracking
- Systems
- Knowing what I have to work with

## Anxiety Reducers

- Email reduction
- Answer Emails

## RX:

- Meditation
- Run
- Work Steps w/Writing
- Be mediocre

## Supports to support

- Buddies
- Hip Harp Academy
- Harness Your Muse
- Performances
- YouTube

## Wild Ideas

- Kid's compilation

## Wish List

- New Computer
- Computer for Catharine
- Update FM for TEAM

## Email

- Categorize
- Flag for answering
- File
- Answer

## Blog

- Moderate
- Share

## FB

- Post
- Respond at
- DHC, HYMM & HHA

Daysheet (2)	
( )	
( )	
( )	
( )	

Website	

Membership	

Social media	

Hymm & HHA FB checkin	

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30 Min Ea	
1.	6.
2.	7.
5.	8.
4.	9.
9.	10.

10 min ea	
Email Cleanup	

## Distraction Busters

- 10 Things
- Make Bed
- Dishes to Kitchen
- Wash Dishes
- Drink Glass of H2O
- Practice
- Clean Bathroom
- Brush Teeth
- Floss
- Gargle w/Salt H2O

## CLEANING PRACTICE

- Binders Put Away
- Desk Right
- Desk Left
- Large Things in Room
- Stuff on the Floor

**Next Steps:**

1. ...
2. ...
3. ...
4. ...
5. ...
6. ...
7. ...
8. ...

**EMAILS**

- ...
- ...
- ...

**WEBSITE**

- ...
- ...
- ...
- ...

**MUSIC BIZ**

- ...
- ...

**PRACTICE**

- ....

**PR**

- ...

**GOLD STAR**

- ...
- ...

**Remember**

....

**Milestones**

**Venue List**

**Title & Idea List**