



Feel like your best intentions get hijacked by endless distractions? Time-blocking is your antidote! This simple (but powerful) method helps you: Protect what matters, work smarter and not harder, and say “no” with confidence. Think of your calendar as a blueprint for the life you want—not just the one you’re reacting to. Let’s design your ideal week!

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7AM							
8AM							
9AM							
10AM							
11AM							
12PM							
1PM							
2PM							
3PM							
4PM							
5PM							
6PM							
7PM							
8PM							
SUGGESTIONS:  WELLNESS  DEEP WORK  ADMIN  FAMILY TIME  MEETING-FREE ZONE  MEAL PREP	NOTES: 						