OBJECTIVE AND TASK BREAKDOWN:

Health ( 16.5 hrs.):

1) Lose 1.5 pounds of fat while maintaining muscle (4hrs)

* Workout at least 4x for 1 hr. 30 min cardio, 30 min resistance
* Choose salad at least 1 meal per day
* Avoid sugar and processed carbs

2) Meditate 5x 30 min daily in morning and 15 min before bed (3 hr 45 min)

3) Strict before bed routine 5 out of 7 days. In bed by 10:30 – 11:30 latest. No screens 60 min before bed, phone off 60 min before bed, prep house and self-(brush teeth etc.) 60 min before bed. meditate 15 min before bed, re-live the best of your day in bed

4) 5x Blue light in morning with Guided Journal 20 min (1 hr 40 min)

5) Morning routine, 5 deep breaths, water and fruit or egg and veg, 5 min gratitude list, 5 min best of who you are list. (25 min x 5 = 2hrs 5 min)

6) 2 Dubin sessions (5 hrs)

Personal Tasks (10 hrs):

1) Clean out house of 30% of your stuff (4 hours)

2) Android session to get questions on phone straight (have them ready ahead of time keep list in notes) (1 hr)

3) Grocery shopping incl. fruit for mornings (2.5 hrs)

4) Stuff up for sale (2hrs)

5) Return hard drive, cancel subscriptions (1.5 hrs)

Finances ( 3.5 hrs.):

1) Get all parking tickets sorted make DMV apt online (1hr)

2) Choose Financing option for medical (30 min)

3) Go to metro-lanes express office (1.5 hrs)

4) Order new debit card to replace worn out one (30 min)

Weekly Objectives for week of 9.19:

1. Health: Lose 1.5 pounds while maintaining muscle mass, 5 nights of deep sleep for 7.5 hrs.
2. Finances: Organize finances, cancel subscriptions, get clear on financing for new venture
3. Relationships: Spend time with friends, go to social events that energize me, go on 1 date
4. Business: Handle existing clients in excellence, start new marketing systems

OBJECTIVE AND TASK BREAKDOWN:

Relationships ( 21-25 hrs.)

1) 1 date (3 hrs --- to possibly all day!)

2) 3 social events (already have Tonight and Wednesday drawing) (12-16 hours)

3) 2 Lunches or dinners with friends --- Adam, Lara, JD and Mary re shooting short film advice (6 hours)

Business Development (22 hrs)

Treatment (4 hrs) ---

1) Read treatment (30 min)

2) Call L and set up real or virtual lunch and next steps (either 10 min or 30 min depending on if she can meet)

3) Meet and develop and go over next steps (3 hrs)

Personal Training Business --- (18 hours)

1) Watch Social media video (1 hour)

2) Go over D’s notes (1 hour)

3) Create 1 min video for Instagram and launch (2 hours)

4) Put up 1 Vulnerable Post, 1 offer of free audio post and 1 Success post (1.5 hours)

5) Engage with possible clients who comment (1.5 hrs)

6) Train existing Clients (11 hours)

Summary:

—Total for the week = 74.5 hours spent on biz/personal (there are 112 waking hours in a week)

--- \_\_\_\_ hours me, \_\_\_\_ hours my assistant

—Outcome from time spent = I am in great shape, well rested with a pound and a half of body fat lost. I am 50% more peaceful and present due to regular meditation.

--My house (and patio) are clean and clutter free having let go of so much stuff and papers that don’t belong and I feel great in the space!

--My phone is sorted out so that all data is backed up and devices connected. Refrigerator is full of great food and stuff is up for sale with goal of turning unused stuff into $300-400.

--I am connecting and having fun with multiple groups of friends

--My marketing has momentum and I have gotten 1 new client and 2 new leads.

--Treatment is underway and next steps are clear!

**7 Day visions and goals!**

**My perfect day --- it is Monday I wake up in the morning and what am I celebrating from last week?:**

It is Monday the 26th. I wake up at 7 feeling rested as I have been solid with my before bed routine.

I am looking forward to the day and I immediately go into my morning routine. 5 breaths, my gratitude list, my best self list, as I walk to the scale to weigh myself I look in the mirror and think “damn! I FEEL great and this is the best my body has looked in over a decade --- actually in my life!” I am 95% to goal with only a bit of belly fat to come off. I am an example to my clients.

I walk out into my living room and feel so free and uncluttered as I have gotten rid of another 30% of my stuff. I notice it makes me feel more uncluttered internally as well! All non-essential paperwork is also gone!

I go to have a great breakfast of fruit and water while sitting in front of my blue light and journaling.

Then jump on the elliptical for 30 min and work out for 30 min after. I then meditate for 30 min and shower.

I start the work day feeling centered, grounded and physically vital.

My mind is clear and ready to go because I made my weekly plan the night before and already know what is on the schedule.

I take time to reflect before my coaching call on all I have to celebrate last week and what I am looking forward to this week.

* My finances are in order
* The TV show is moving ahead and I have a clear picture of next steps
* My body and mind continue to feel stronger and happier
* I have made amazing memories in the past week with good friends
* I have gotten a new client and have 3 good leads. My business is almost full.
* Life has gotten to a point where personal and professional loose ends are almost entirely cleared up and I am in a routine.
* And as always, because I am clearer and more organized I am also more present which allows me to appreciate the moment I am in. I love that.

I then have my call with my accountability partner (Coach Mike) and take a 30 min break to process and journal then work from 11:30 to 4 in pre-set work blocks.

At the end of the day I take a walk on the beach and go meet with friends. We connect, laugh, love and I get home to be in bed by 10:30/11 and ready to rock!