Set your intention before the day sets it for you.

01. TODAY AT A GLANCE

Anchor the day before it begins

Date: _____ **Day rating (1-10):** _____ **Energy on waking:** _____

One word to describe how I feel right now: _____

02. SLEEP & RECOVERY

Performance begins the night before

Hours slept and quality. What will I do today to protect tonight?

Hydration, nutrition and natural light my plan for today

Caffeine awareness timing, quantity and how it serves or hinders me

03. PRESENCE PRACTICE

Unforced. Natural. Deliberate.

Meditation, breathing or stillness practice completed this morning

What am I bringing to today and what do I choose to leave behind?

04. PURPOSE & INTENTION

Know your why before the noise begins

My purpose today the deeper reason behind what I am doing

The one thing I will focus on that is entirely within my control

Pause. Recalibrate. Keep moving with intention.

05. MID-MORNING CHECK-IN

A full stop in the flow of the day

Energy and focus level what has shifted since this morning?

Distractions encountered and how I managed or will manage them

KEY TIP Pause is not weakness. A deliberate comma in your day is a performance tool.

06. MANAGING THE UPS AND DOWNS

Yesterday shapes today

What went well this morning and what I am carrying forward

What challenged me and the one adjustment I will make this afternoon

07. AFTERNOON RESET

Recalibrate before the second half

Reset practice used movement, breath, stillness or a change of environment

What I am choosing to focus on for the rest of the day

Rest and recovery scheduled when and how I will protect my energy

Armoured from within. Open to others.

08. EMOTIONAL LANDSCAPE

Name it to manage it

The dominant emotion I have experienced today and where it came from

Internal pressure thoughts or beliefs that challenged my confidence

External pressure people, events or environments that tested my resilience

KEY TIP Vulnerability is not a crack in the armour. It is the quality that makes the armour real.

09. ASKING FOR AND GIVING HELP

Strength flows in both directions

Where I needed support today and whether I asked for it

Where I offered support, encouragement or perspective to someone else

10. CONFIDENCE & ARMOUR

Build it deliberately. Wear it daily.

Evidence from today that I am capable, resilient and growing

The belief or mantra I will carry into tomorrow

11. DAY IN REVIEW

Honest. Concise. Forward-facing.

Overall day rating (1-10): _____ **Energy at close (1-10):** _____ **Focus quality (1-10):** _____

Did I act in line with my values today? _____ **Yes / No / Partly** _____

12. WHAT MATTERED TODAY

The signal beneath the noise

The moment I am most proud of today

The moment I would handle differently and what I will do instead

13. GRATITUDE & CONNECTION

Anchor the good. Carry it forward.

Three things I am genuinely grateful for today

14. TOMORROW'S FOUNDATION

End today. Begin tomorrow.

My intention for tomorrow one clear, purposeful sentence

The recovery practice I will protect tonight to show up fully tomorrow

KEY TIP Know your why. Own your edge. Show up armoured.