





# TIME MASTERY





## Friday 21- 07:

<b>Task List For The Day - Fill In ALL 20!</b>		<input checked="" type="checkbox"/> /X
<b>1</b>	<b>Training session (Back and traps) → Time 1.15 Hours</b>	<input checked="" type="checkbox"/>
<b>2</b>	<b>Coffe and G work session In-The-Zone Outreach Time with spec work. Time → 90 minutes</b>	<input checked="" type="checkbox"/>
<b>3</b>	<b>G Work session Outreach Time 3 prospects → 120 minutes (max) → 1 Good outreach made</b>	<input checked="" type="checkbox"/>
<b>4</b>	<b>MPUC. Time → 15 minutes approximately → 18 minutes</b>	<input checked="" type="checkbox"/>
<b>5</b>	<b>Check ALL my emails. Time → 24 minutes</b>	<input checked="" type="checkbox"/>
<b>6</b>	<b>G work session In-The-Zone.Study and master swipe file lessons. Time → 30 minutes</b>	<input checked="" type="checkbox"/>
<b>7</b>	<b>Side Hustle Work. Time → 60 minutes Outreach and listing</b>	/ <input checked="" type="checkbox"/>
<b>8</b>	<b>OODA Loop sessions. Time → 12 minutes</b>	
<b>9</b>	<b>100 sit-ups through the day Before any normal task</b>	<input checked="" type="checkbox"/>
	<b>AND 100 BURPEES DAY 6. Time → 9.52.30</b>	<input checked="" type="checkbox"/>
<b>10</b>	<b>Go for a walk and analyze the chessboard (Afternoon). Time → 20 minutes</b>	<input checked="" type="checkbox"/>
<b>11</b>	<b>Eat after 11.00 am and stop eating before 7.00 pm</b>	<input checked="" type="checkbox"/>
<b>12</b>	<b>Speak and spend time with my family. Time → 60 minutes</b>	<input checked="" type="checkbox"/>
<b>13</b>	<b>Help new students and Review Copy. Time → 33 minutes</b>	<input checked="" type="checkbox"/>
<b>14</b>	<b>Drink at least 4 liters of water</b>	<input checked="" type="checkbox"/>
<b>15</b>	<b>Mental Lab (stretching to avoid injury). Time → 30 minutes</b>	<input checked="" type="checkbox"/>
<b>16</b>	<b>Adjust. Time → 90 minutes</b>	<input checked="" type="checkbox"/>




<b>Task List For The Day - Fill In ALL 20!</b>		✓/✗
	<b>Pick 1 prospect → Find out what problem they need to solve → Choose Spec work</b>	/
17	<b>Write specific areas of improvement in my day → Adjust timelines. Time → No specific time</b>	✓
18	<b>Plan my next day Logically. Time → 30 minutes</b>	✓
19	<b>Write the accountability report with my brothers. Time → 30 Minutes</b>	✓
20	<b>Quality sleep with no distractions. Time → 7.15 hours</b>	✗

	<b>17 Day Number + Date + Time</b> 
<b>Day Number:</b>	<b>00</b>
<b>Date:</b>	<b>21 - 07</b>
<b>Start Time:</b>	

	<b>🙏 Three Things That I Am Grateful to Have in My Life 🙏</b>
1.	<b>My Family</b>
2.	<b>The recourses and the physical ability to learn and apply things</b>
3.	<b>Time</b>







	<b>🌐 My Top Three Priority Tasks That I WILL Complete 🌐</b>
1.	<b>Coffee and G work session In-The-Zone Outreach Time with spec work. Time → 90 minutes</b>
2.	<b>G Work session</b>

	<b>Outreach Time 3 prospects → 120 minutes (max)</b>
<b>3.</b>	<b>Side Hustle Work. Time → 60 minutes Outreach and listing</b>



	<b> My Top Three Goals That I WILL Achieve This Year </b>
<b>1.</b>	<b>Land my first client and make money from the skill I've learned</b>
<b>2.</b>	<b>Land a big client for my side hustle</b>
<b>3.</b>	<b>Self-mastery.</b>

 **Half-An-Hour Plan +**  
**Reflection:** 

**How To Use This:**

 <b>Task:</b>	 <b>Task = Set the task that I intend to complete.</b>
 <b>Intention:</b>	 <b>Intention = What is my step-by-step plan of action to complete this task?</b>
 <b>Reflection:</b>	 <b>Reflection = Did I complete this task? If not, then why?</b>

**Example:**

<b>9 am: Task</b> 	<b>Chest Workout At The Gym - 1 Hour</b>
<b>Intention</b> 	<b>- Warm Up</b>

	<ul style="list-style-type: none"><li>- <b>100 Push-Ups In 4 Sets Of 25 Reps</b></li><li>- <b>5 Sets x 10 Reps of Bench Press Using 100KG</b></li><li>- <b>3 Sets x 25 Reps of Incline Dumbbell Bench Press Using 35KG</b></li></ul> <p><b>And so on...</b></p>
<b>Reflection</b> ✍️	<p><b>My workout went as planned, and I achieved exactly what I wanted.</b></p> <p><b>I also got an idea for a new exercise to try out during my next workout.</b></p> <p><b>And so on...</b></p>

**(Remove any  
boxes below that  
do not match the  
times when you  
are awake.)**

 **My Morning Plan** 

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<b>1 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>1:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>2 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>2:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>3 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>3:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>4 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>4:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>5 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>5:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>6 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>6:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>7 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>7:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>8 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>8:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>9 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>9:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>10 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>10:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>11 am: Task</b> \$	<b>Walk and go to cruch</b>
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>11:30 am: Task</b> \$	<b>Coffe and go to my office</b>
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>12 pm: Task</b> \$	<b>MPUC and 100 Burpees challenge</b>
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>12:30 pm: Task</b> \$	<b>MPUC and 100 Burpees challenge</b>
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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# 🎯 End-Of-Morning Report 🎯

🧠 **What Did I Learn This Morning?** 🧠

**Si lo pienso... Puedo hacerlo.**

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✗ **What Problem's Did I Face This Morning?** ✗

**Burpee's technique will be improved**

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🔑 **How Will I Solve These Problems?** 🔑

**Allocate time in my calendar to do 100 Burpees and record myself**

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## 🔪 **My Afternoon Plan** 🔪

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<b>1 pm: Task</b> 💰	<b>Get in-the-zone for my fist G work session</b>
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>1:30 pm: Task</b> 💰	
<b>Intention</b> 🔔	

**Reflection** ✍️

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**2 pm: Task** \$

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**Intention** 🔔

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**Reflection** ✍️

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**2:30 pm: Task**  
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**Intention** 🔔

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**Reflection** ✍️

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**3 pm: Task** \$

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**Intention** 🔔

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**Reflection** ✍️

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**3:30 pm: Task**  
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>4 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>4:30 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>5 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>5:30 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>6 pm: Task</b> 💰	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>6:30 pm: Task</b> 💰	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>7 pm: Task</b> 💰	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>7:30 pm: Task</b> 💰	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>8 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>8:30 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>9 pm: Task</b> \$	
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<b>Intention</b> 🛎	
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<b>Reflection</b> ✍	
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<b>9:30 pm: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>10 pm: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>10:30 pm: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>11 pm: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>11:30 pm: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>12 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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<b>12:30 am: Task</b> \$	
<b>Intention</b> 🔔	
<b>Reflection</b> ✍️	

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## **End-Of-The-Day Report:**

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🧠 **What Did I Learn Today?** 🧠

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**✗ What Problems Did I Face In The Day? ✗**

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 **How Will I Solve These Problems Tomorrow?** 

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 **What Do I Plan To Do Differently Tomorrow?** 

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 **What Do I Plan To Do The Same Tomorrow?** 

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 **Who Do I Need To Update, Contact, Ask A Question To, And Share Feedback With?** 

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 **What Tasks Were Left Undone?** 

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**Brain Dump:**

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