

# Daily Focus Planner

major project goal

brainstorm zone

(ideas, thoughts, goals,  
additional to-do's)

today's must-do tasks

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_

Notes

:

today's could-do tasks

1. \_\_\_\_\_  
\_\_\_\_\_

2. \_\_\_\_\_  
\_\_\_\_\_

3. \_\_\_\_\_  
\_\_\_\_\_

Notes

: