

Time Boxing Method

Date: _____

4 Top Priorities:

_____	☐
_____	☐
_____	☐
_____	☐

Brain Thoughts Dump:

Time Schedule:

5am	_____
6am	_____
7am	_____
8am	_____
9am	_____
10am	_____
11am	_____
12am	_____
1pm	_____
2pm	_____
3pm	_____
4pm	_____
5pm	_____
6pm	_____
7pm	_____
8pm	_____
9pm	_____
10pm	_____
11pm	_____
12pm	_____

Distractions:
