

Daily Checklist (Sample)

1 Do 2 Minutes of Yoga

youtube.com/watch?v=khDyWeZGb4w

2 Pray

- Give thanks
 - Ask for guidance
 - Think of others
 - Link: vidfru.it/1b4ibru
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3 B's (Bed, Bath, Breakfast, Bible, Body)

Body XLS: vidfru.it/HZCFtv

4 Check Daily Meal Plan

Link:

5 Review Tiny Habits

Link:

6 Review Monthly Goals

Link:

7 Look at Stop Doing List

Link:

8 Look at Robots

Link: vidfru.it/1lwPbCV

9 Look at 3 old DayOne entries

10 Check Personal Calender

Link: vidfru.it/187zDNY

11 Look at Small Group calendar

12 Categorize Pocketsmith Transactions

my.pocketsmith.com/transactions/10396/filter

13 Categorize 20icons Transactions

Link: go.xero.com/Bank/BankRec.aspx?accountID=C...

14 Check Craigslist

Link: vidfru.it/187zQR7

15 Open HUB

Link: hub.manfisher.com

16 Open Neil Patel Guide

quicksprout.com/double-your-traffic-in-30-day...

quicksprout.com/double-your-conversions-in-30...

17 Look at physical Inbox and add items to todays List

18 Look at Freelance sites (catalogue un documented jobs in Trello)

- Elance: elance.com/myelance
 - myCrowd: mycrowd.com/
 - Taskrabbit: taskrabbit.com/w/tasks
 - Hirewriters: hirewriters.com/homepage/homeClient
 - Swiftly: swiftly.com/mytasks
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19 Look at weekly goals (whiteboard)

20 Read Trello Daily List

Link: vidfru.it/1dtLmXd

21 Open Pipedrive

Link: beta.pipedrive.com/pipeline/1/user/131810

22 Check the fitness checklist

Link:

23 Review Content Plan Calendar

Link: trello.com/b/NJ2QZgec/vidеofruit-content...

24 Complete JustUnfollow Checklist

Checklist:
Justunfollow:

25 Check Videofruit Twitter account

26 Research and record one dog exercise

27 Research and record one new low carb recipe

Link: vidfru.it/1fpsCjI

28 Clean Evernote and Gmail

29 Identify Daily Demo Vid (and add to task list)

30 Fill out "After Hours Reminder"

Link: mail.google.com/mail/?view=cm&fs=1&tf...

31 Set-up to-do List

- Clear out previous day notebook
 - Look at Trello "@this-week".
 - Write down appointments
 - Write down personal errands
 - Write down calendar scheduled activities
 - **Note: Dont be afraid to put things back in Trello board**
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32 Identify Sand and Rocks

1. Review the Rocks
 2. Make sure rocks are taken care of
 3. Look at big picture
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33 Put To-Do List on Calendar

34 Review guest bloggers status

35 Write down 1 new funnel to map today