Either print this out and complete it each day, or copy the format into your own journal or notebook.

|  |  |  |  |
| --- | --- | --- | --- |
| **Time Slot** | **Planned Activity** | **Time Slot** | **Actual Activity** |
| 5am |  | 5am |  |
| 6am |  | 6am |  |
| 7am |  | 7am |  |
| 8am |  | 8am |  |
| 9am |  | 9am |  |
| 10am |  | 10am |  |
| 11am |  | 11am |  |
| 12pm |  | 12pm |  |
| 1pm |  | 1pm |  |
| 2pm |  | 2pm |  |
| 3pm |  | 3pm |  |
| 4pm |  | 4pm |  |
| 5pm |  | 5pm |  |
| 6pm |  | 6pm |  |
| 7pm |  | 7pm |  |
| 8pm |  | 8pm |  |
| 9pm |  | 9pm |  |
| 10pm |  | 10pm |  |
| 11pm |  | 11pm |  |