

# **Week Two**

# Week Two

Welcome to Week 2 of the Blue Binder Project. Congratulations again, both for making the decision to improve your life and for taking action to turn that decision into a reality. If all has gone as planned, you are current with the work we talked through in Week 1 of the Blue Binder Project. My hope is that you are starting to feel more at ease and content with yourself. You are in the process of improving yourself, and that is something that you should feel very good about. You are also starting to think and do things a little differently, in ways that are outside your normal routine, and that is also very good. Your old ways of thinking and doing things got you here, and you've made the decision that you don't want to be here. The way to move away from here *and not come back* is to mold your ways of thinking and acting to become who you want to be.

You are also starting to pay attention a bit more to what's going on inside of yourself – specifically your thoughts and the reasons behind your emotions. You are writing down in your journal the things that have had meaning or significance to you during Week 1. At this point, the more that you can think about what's going on inside you, the better.

In Week 2, you will continue with the work you started in Week 1. In addition, you will take a look at who you are today as a person, how you spend your time, and what your priorities are. When you complete Week 2, you will know where you are starting from. This is information you must have to move towards where you want to go.



Take your time with these exercises. If you rush or don't think them through, they're not going to be as beneficial to you as either one of us would hope. Break them down into bite-sized pieces, putting as much thought into each of them as you can. Be sincere, be honest, and be open with yourself about what you're writing. Like everybody else, there are parts of you that you are proud of and there are probably parts that you aren't. It's hard to look closely at the parts that aren't as positive as you want them to be, but that's how you grow and that's how you get from this level to the next. And that's what I'm asking you to do in Week 2.

Remember, there are no right or wrong answers to these questions. There's just your answer, and that's the one you want to get out and write down. You might not want to face all the questions truthfully, but the hard truths are the ones that are going to be most helpful as you set goals and plan steps to reach those dreams. This needs to be about **you and what you want**, not what you think someone else wants you to say.

Congratulations for the action you are taking. It's not always easy, but you're moving in the direction of improving your enjoyment of life, and that is a huge accomplishment! If you have any questions or need additional help from us – don't hesitate to email us at [info@bluebinderproject.com](mailto:info@bluebinderproject.com).



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On the next pages, you will find a series of questions designed to have you look closely at different aspects of your life today. This is not a complete or exhaustive look at everything you have going on, but a focused look at certain parts of your life. There are four topics: Friends and Family, Enjoying Life, Job, and The Details. The questions are designed to help you think through both where you are today and what is truly important to you.

I am asking you to do this for three reasons:

First, you can't change something until you understand what you are trying to change. You need to know what is true now so you know what to change for it to be different in the future. Not knowing your starting point would be like an eye doctor giving you glasses without an eye exam or like a pilot landing a plane without knowing how high up he was. This self-evaluation gives you that starting point of where you are in life today.

Second, life is all about choices. I'm sure you've heard that before, and it is worth thinking about. You make thousands of choices daily, some bigger than others. The choices you make turn into the results that you experience in life. When you take a close look at what is important to you, you start to develop criteria to guide your choices in a way that is consistent with what is important to you.

And that leads to the third reason – the insights you gain in Week 2 by going through these questions are the foundation for the goals you will be setting for yourself in Week 3. The more insightful you are able to be this week, the better your results will be next week.

As with everything else you have done and will do in the Blue Binder Project, please answer these questions openly, honestly, and sincerely. Take this in bite-sized pieces over this entire next week so you can give it your best effort. Some questions may be more difficult than others for you to work through and answer. The harder the questions are for you to answer, the more important it is for you to put the time and effort into getting your truth onto the paper. Remember, your truth isn't correct or incorrect, it's just your truth. This is for you and you alone; there are no judgments here. You're establishing your realities for yourself. For these questions, it doesn't matter *why* you are 'here'; we are just establishing where 'here' is.



# Week 2 Questionnaire

## Family and Friends

- I. Who are the five most important people in your life? For each person, answer the following:
- A. List their name and relation to you.
  - B. Why does he or she make the top 5? What emotions do you feel when you think about them?
  - C. How satisfied are you with the relationship you have with this person? (scale of 1-10)
  - D. What could make your relationship with this person better or healthier?
  - E. Honestly grade each relationship: (scale A-F; A = someone you want to spend time with, who is a positive influence, C = neither a positive nor negative influence, and F = someone you don't want to spend time with, who is a negative influence.) Look at things like what they do to improve your life or detract from it and if it's a good thing or not to spend time with them.

1. A. \_\_\_\_\_  
B. \_\_\_\_\_  
\_\_\_\_\_

C. Satisfaction scale: 1 2 3 4 5 6 7 8 9 10 (circle one)

D. \_\_\_\_\_  
\_\_\_\_\_

E. Influence grade: A B C D E F (circle one)

2. A. \_\_\_\_\_  
B. \_\_\_\_\_  
\_\_\_\_\_

C. Satisfaction scale: 1 2 3 4 5 6 7 8 9 10 (circle one)

D. \_\_\_\_\_  
\_\_\_\_\_

E. Influence grade: A B C D E F (circle one)

3. A. \_\_\_\_\_  
B. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
C. Satisfaction scale: 1 2 3 4 5 6 7 8 9 10 (circle one)  
D. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
E. Influence grade: A B C D E F (circle one)

4. A. \_\_\_\_\_  
B. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
C. Satisfaction scale: 1 2 3 4 5 6 7 8 9 10 (circle one)  
D. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
E. Influence grade: A B C D E F (circle one)

5. A. \_\_\_\_\_  
B. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
C. Satisfaction scale: 1 2 3 4 5 6 7 8 9 10 (circle one)  
D. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
E. Influence grade: A B C D E F (circle one)



II. In your average week, who are the twelve people you interact with the most, other than the five most important people? Don't worry if you don't have all 12, just get as close as you can. For each person, answer the following:

- A. List their name and relation to you (this could be anyone – store clerk, co-worker, spouse)
- B. Honestly grade each: (scale A-F; A being a positive influence, C being neither a positive nor negative influence and F being a negative influence.)

1. A. \_\_\_\_\_  
B. A B C D E F (circle one)
2. A. \_\_\_\_\_  
B. A B C D E F (circle one)
3. A. \_\_\_\_\_  
B. A B C D E F (circle one)
4. A. \_\_\_\_\_  
B. A B C D E F (circle one)
5. A. \_\_\_\_\_  
B. A B C D E F (circle one)
6. A. \_\_\_\_\_  
B. A B C D E F (circle one)
7. A. \_\_\_\_\_  
B. A B C D E F (circle one)
8. A. \_\_\_\_\_  
B. A B C D E F (circle one)
9. A. \_\_\_\_\_  
B. A B C D E F (circle one)
10. A. \_\_\_\_\_  
B. A B C D E F (circle one)
11. A. \_\_\_\_\_  
B. A B C D E F (circle one)
12. A. \_\_\_\_\_  
B. A B C D E F (circle one)



III. Is there anyone you like to spend time with who is not on either list? \_\_\_\_\_  
\_\_\_\_\_

IV. Looking for trends – look at all the people you’ve written down and answer the following:  
A. Do you have more “A” or “C” or “F” people in your life? \_\_\_\_\_  
B. Are there similarities in the type of people that received each grade? How so? \_\_\_\_\_  
\_\_\_\_\_

C. Are any of these relationships out of balance? Are you or the other person taking more than giving? \_\_\_\_\_  
\_\_\_\_\_

V. From the above lists, answer the following:  
A. Who do you respect the most? Why? \_\_\_\_\_  
\_\_\_\_\_

B. Who do you want to impress the most? Why? \_\_\_\_\_  
\_\_\_\_\_

C. Who do you fear disappointing the most? Why? \_\_\_\_\_  
\_\_\_\_\_

VI. Think about if you were to die tomorrow.  
A. What are the three things you would most regret not saying and to whom? Write what you would say in each conversation:

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

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

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

B. Is there a disagreement that you would regret not having resolved? With whom? About what?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

C. If you were never going to see this person again, would it have mattered who was right? Why?  
\_\_\_\_\_  
\_\_\_\_\_

## Enjoying Life

I. What three activities have you done in the last six months that you really enjoy doing? When is the last time you did each activity?

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_
- c. \_\_\_\_\_  
\_\_\_\_\_

II. What three things have you done that are just plain fun to you? When is the last time you did each activity?

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_
- c. \_\_\_\_\_  
\_\_\_\_\_

III. Thinking back over the last ten years, what are three activities you used to really enjoy that aren't in your life as it is today? What excuse have you given yourself for not doing these more often? Fill in the blanks (hint: excuses are often associated with time, money, energy, etc.):

- 1. "I like going/doing \_\_\_\_\_  
but haven't done as much of it as I wish I could because \_\_\_\_\_  
\_\_\_\_\_
- 2. "I like going/doing \_\_\_\_\_  
but haven't done as much of it as I wish I could because \_\_\_\_\_  
\_\_\_\_\_
- 3. "I like going/doing \_\_\_\_\_  
but haven't done as much of it as I wish I could because \_\_\_\_\_  
\_\_\_\_\_

V. When was the last time you laughed so hard you cried? What were you doing then? Who was with you?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VI. What were the best six events of your life?

When were they? What made each event the best?

1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
4. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

VII. What did you do just for yourself today? \_\_\_\_\_

VIII. What did you do just for yourself this week? \_\_\_\_\_

IX. What did you do just for yourself this month? \_\_\_\_\_

X. What was the last new thing you tried for fun? \_\_\_\_\_

XI. What was the last new food you tried? When? \_\_\_\_\_

XII. Think about if you were to die tomorrow.

A. What five things would you regret most not ever having tried?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

B. What three things would you wish you had done more of?

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

C. What three things would you wish you had done less of?

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**Job - What is your Job?**

Everybody has a job, whether it is the traditional idea of working in exchange for a paycheck, being a student, or looking for employment. Your job could be being retired or being a stay-at-home parent. You can also have more than one job at any given time.

- I. What is your job(s)? What do you do? \_\_\_\_\_
- II. How did you end up with this job – was it planned or circumstance? \_\_\_\_\_  
\_\_\_\_\_
- III. Are you good at your job? How? \_\_\_\_\_
- IV. What parts of your job do you enjoy? Why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- V. What parts do you not enjoy? Why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- VI. How many hours a week do you spend at each job? \_\_\_\_\_
- VII. What do you feel on Sunday evening as you start thinking about work the next day? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- VIII. How many days off do you have per year? \_\_\_\_\_
- IX. Do you plan on keeping this job for the rest of your life? \_\_\_\_\_
- X. If you don't want to keep that job, why? What is missing? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- XI. What different things do you want in your next job? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- XII. Does this job (alone or combined with other sources of income) give you enough money to live the way you want to live? \_\_\_\_\_

XIII. If you had an extra \$1,000 per month, how would your life be different? \_\_\_\_\_  
\_\_\_\_\_

XIV. If you had an extra \$5,000 per month, how would your life be different? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**The Details – other areas of your life**

I. What is your living situation? Do you own, rent, share the place you live in? \_\_\_\_\_

II. Do you want your living situation to change? \_\_\_\_\_ If so, what parts would change and why? \_\_\_\_\_  
\_\_\_\_\_

III. Do you have any pets? What? \_\_\_\_\_

A. Do your pets add to your life? \_\_\_\_\_ How? \_\_\_\_\_  
\_\_\_\_\_

B. Do your pets make it harder to do what you would like to do? \_\_\_\_\_ How? \_\_\_\_\_  
\_\_\_\_\_

IV. If you don't have pets, but would like to, what would you like to get? \_\_\_\_\_ Why? \_\_\_\_\_  
\_\_\_\_\_

Why haven't you gotten them already? \_\_\_\_\_  
\_\_\_\_\_

V. Do you have any "toys" – boat/motorcycle/camper/ATV/etc.? \_\_\_\_\_

If so, when was the last time you used each and when do you plan on using them again?

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

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

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

4. \_\_\_\_\_  
\_\_\_\_\_

5. \_\_\_\_\_  
\_\_\_\_\_

VI. Do you have what you need (not want, but *need*) to live the life you want to live? \_\_\_\_\_

If not, what else do you need? \_\_\_\_\_  
\_\_\_\_\_

VII. What three significant material things do you want?

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

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

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

Would the ability to get each of these be an incentive to move different aspects of your life forward? \_\_\_\_\_  
\_\_\_\_\_



How did you spend your time today? What are you going to spend your time on tomorrow? Are you getting what you want out of life? Are there things that you wish you were able to get to, if only you had more time? How much time in an average week are you spending on things that don't matter to you?

This section is designed to help you understand where you're spending your time. Everybody has 168 hours this week – seven days per week times 24 hours per day equals 168 hours per week. That's it. You can't buy any more, you can't save it in a bank to use later. This week truly is the only opportunity that each of us has to use these 168 hours.

Since everyone, no matter where they are in their lives, has 168 hours this week, it is what you do with your time that can distinguish you from others. For this exercise, I want you to keep track of how many hours you spend on different aspects of your life over this next week. It may be a bit of a pain, and it may show you things that you pretended you didn't know, but the results can be amazing.

Let me give you a personal example to illustrate this. I went through a similar exercise a while back. I realized that I spent about one and a half hours driving to and from work each day (45 minutes there and 45 back). I didn't like doing it, but that's just the way it was. Then I added up what that hour and a half commute cost me in lost opportunity. Each week I spent 7 ½ hours in that commute. If I drove to and from work for 48 weeks a year, that meant I spent 360 hours, or 15 days, of my life in that commute each year. Then I realized I'd been making that drive for five years – that's 1,800 hours, or 75 days, of my life that I spent on that commute. That time is gone. I can't get it back. Without going through this exercise I might still be making that commute! Instead, I moved my family closer to where I work. I now have a ten-minute commute, and that extra time I spend with my family, or working on my business, or whatever else I choose to do. The point is that this exercise can give you information to make choices that can improve your life.

Take this assignment head-on. I know you will because you want to make changes and enjoy more of life. Do this with honesty and with sincerity, and you will gain insight into how much time you spend on things that are important to you. You will also see how you could use time in different ways to take better advantage of the many opportunities in your life.





On the next two pages, you will see a Daily Time Log.

1. Choose four of the next seven days to keep track of what you do and how much time you spend on those things. In choosing your days, pick those that will reflect your everyday life and have at least one day be on the weekend.
2. This is a 24-hour log, so start and end the log for each day at the same hour (for example, midnight to midnight, or 8:00 a.m. to 8:00 a.m.).
3. For each hour during that 24-hour day, you are going to write down what you spent your time on. There is a fine line between getting too much information and too little. I suggest that you break each hour in half and write down whatever you did the most during each half-hour.
4. Choose three times each day to update your Daily Time Log. To get the most out of this, don't wait until the end of the day to write down what you did! It can be difficult to look back at the end of the day and accurately record what you spent your time on. You won't remember everything, and you will fill in the blanks with assumptions. You don't want assumptions, you want facts.

# Daily Time Log

Date: \_\_\_\_\_

|           | Sleep | Commute | Work | Socializing with Family and Friends | Other | Meals | Exercise | Screen Time (TV, internet, etc.) |
|-----------|-------|---------|------|-------------------------------------|-------|-------|----------|----------------------------------|
| Morning   |       |         |      |                                     |       |       |          |                                  |
| Afternoon |       |         |      |                                     |       |       |          |                                  |
| Evening   |       |         |      |                                     |       |       |          |                                  |

Total should = 24 hours.

Date: \_\_\_\_\_

|           | Sleep | Commute | Work | Socializing with Family and Friends | Other | Meals | Exercise | Screen Time (TV, internet, etc.) |
|-----------|-------|---------|------|-------------------------------------|-------|-------|----------|----------------------------------|
| Morning   |       |         |      |                                     |       |       |          |                                  |
| Afternoon |       |         |      |                                     |       |       |          |                                  |
| Evening   |       |         |      |                                     |       |       |          |                                  |

Total should = 24 hours.

# Daily Time Log

Date: \_\_\_\_\_

|           | Sleep | Commute | Work | Socializing with Family and Friends | Other | Meals | Exercise | Screen Time (TV, internet, etc.) |
|-----------|-------|---------|------|-------------------------------------|-------|-------|----------|----------------------------------|
| Morning   |       |         |      |                                     |       |       |          |                                  |
| Afternoon |       |         |      |                                     |       |       |          |                                  |
| Evening   |       |         |      |                                     |       |       |          |                                  |

Total should = 24 hours.

Date: \_\_\_\_\_

|           | Sleep | Commute | Work | Socializing with Family and Friends | Other | Meals | Exercise | Screen Time (TV, internet, etc.) |
|-----------|-------|---------|------|-------------------------------------|-------|-------|----------|----------------------------------|
| Morning   |       |         |      |                                     |       |       |          |                                  |
| Afternoon |       |         |      |                                     |       |       |          |                                  |
| Evening   |       |         |      |                                     |       |       |          |                                  |

Total should = 24 hours.



# Time Log Review Questions

In what areas do you spend your time as you would like to?

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In what areas would you like to change how you spend your time?

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How does the way you spend your time impact your life now?

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How could your life be better if you changed how you spend your time?

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What else did you learn about how you spend your time? What surprised you about what you learned?

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# Week 2 Meeting Reflections

|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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# Week 2 Meeting Reflections

|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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# Week 2 Meeting Reflections

|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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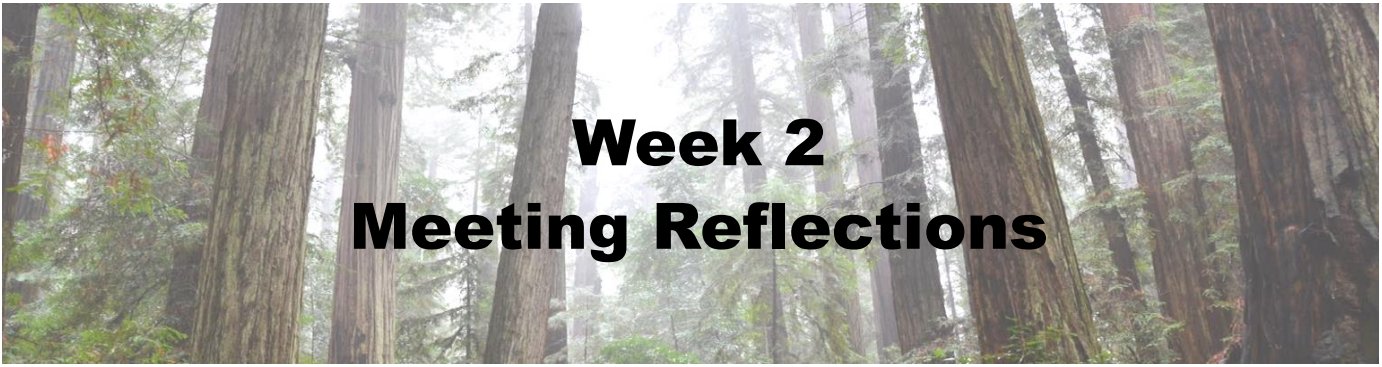
What did I do to reward myself today?

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## Week 2 Meeting Reflections

|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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# Week 2 Meeting Reflections

|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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|                       |                  |              |
|-----------------------|------------------|--------------|
| <b>Name of Group:</b> | <b>Date:</b>     | <b>Time:</b> |
|                       | <b>Location:</b> |              |

What had the biggest impact on me today, and why?

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What did I do to reward myself today?

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| Date | Name of Group | Location | Signature |
|------|---------------|----------|-----------|
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |
|      |               |          |           |

# Journal

Date: \_\_\_\_\_

How do I feel today?

*Mentally* - 1 2 3 4 5 6 7 8 9 10 +

*Physically* - 1 2 3 4 5 6 7 8 9 10 +

*(circle one)*

Thoughts of the day:

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Exercise I did today...

What I'm grateful for today...

What am I looking forward to tomorrow?

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# Journal

Date: \_\_\_\_\_

How do I feel today?

*Mentally* - 1 2 3 4 5 6 7 8 9 10 +

*Physically* - 1 2 3 4 5 6 7 8 9 10 +

*(circle one)*

Thoughts of the day:

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Exercise I did today...

What I'm grateful for today...

What am I looking forward to tomorrow?

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# Journal

Date: \_\_\_\_\_

How do I feel today?

*Mentally* - 1 2 3 4 5 6 7 8 9 10 +

*Physically* - 1 2 3 4 5 6 7 8 9 10 +

*(circle one)*

Thoughts of the day:

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| <i>Physically</i> - 1 2 3 4 5 6 7 8 9 10 + |
| <i>(circle one)</i>                        |

Thoughts of the day:

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| Exercise I did today... |
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| What I'm grateful for today... |
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What am I looking forward to tomorrow?

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# Week 2 Summary

In general, how do you feel about this week? What were the highlights?

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A month from now, what do you want to remember most about this week (perhaps a realization you had, or something you learned)?

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Is there something you want to do differently or improve this next week?

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How much have you read this week? Page: \_\_\_\_\_ through page: \_\_\_\_\_

What are the two most thought-provoking concepts from this week's reading? Why? \_\_\_\_\_

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How can you implement these concepts in your life? \_\_\_\_\_

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