

Winning Routine & MIT's



Steps

1. Evaluate your current routine
2. Look at the vision of where you want to be and what your goals are
3. Create a new routine based on vision and your goals

✓ **My current routine (List activities and time i.e. breakfast 7:30am) – Not disciplined**

Week

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Weekend

- 1.
- 2.
- 3.
- 4.

✓ **How many opportunities are you losing with this current routine? What thoughts do you have on how you can improve it?**

✓ **What is my vision? What does a perfect day look like?**

✓ **What do I need to be doing to make it a reality? How do I need to operate?**

✓ **Create A New Routine Based On Your Goals and Vision**

Example

- **7:am:** wakeup
- **7:00am–7:30am:** wash up
- **7:30–8:00:** Devotion, prayer, and read
- **8:00am–9:00am:** Review day's plan, write, research, and competitive analysis
- **9:00–10:00am:** Sales calls and emails – 20 per day (at least), have targets ready for each day.
Once you get a good system, delegate to someone else and train them which will free up this hour.
- **10am–11am:** Work on public speaking or coaching
- **11:00am–1:00pm:** Meetings on Tuesday and Thursday. If no meetings, continue working on business.
- **1:00pm–3:00pm:** Nap or break to check social media and return emails, evening calls, work
- **3:00pm–5:00pm:** Finish up any important objectives for the day, follow ups
- **5:30pm–6:30pm:** Workout
- **7:00pm–8:00pm:** Call family, dinner (already prepared)
- **7:00pm–9:00pm:** Hang out with friends, extracurricular if everything is done
- **9:00pm–10:00pm:** Plan for next day

✓ **My New Daily/Weekly Routine for This Year**

✓ **MIT's – Most Important Task**

✓ **KPI's – Key Performance Indicators**

✓ **Results/Feedback**

Week 1

Empty text area for Week 1 feedback.

Week 2

Empty text area for Week 2 feedback.

Week 3

Empty text area for Week 3 feedback.

Week 4

Empty text area for Week 4 feedback.

Week 5

Empty text area for Week 5 feedback.