



DAILY HABITS

Daily Habits are small constructive actions done on a routine basis. These actions can quickly give you a sense of accomplishment and forward momentum. These daily habits form a foundation upon which major change takes place. What action, if taken on a regular basis, would make a difference in helping you accomplish one of your goals?

Examples: Walk three times a week. Take vitamins daily. Each morning, stop and say hello to each of my direct reports. Clean off my desk at the end of each day.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
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9. _____
10. _____