DAILY DASHBOARD

Last Updated: _____

MORNING REFLECTIONS

TODAY

1

ToDo List

1

2

3

THIS WEEK

1

2

3

4

5

PROJECTS

1

2

3

4

5

?

DAILY DASHBOARD
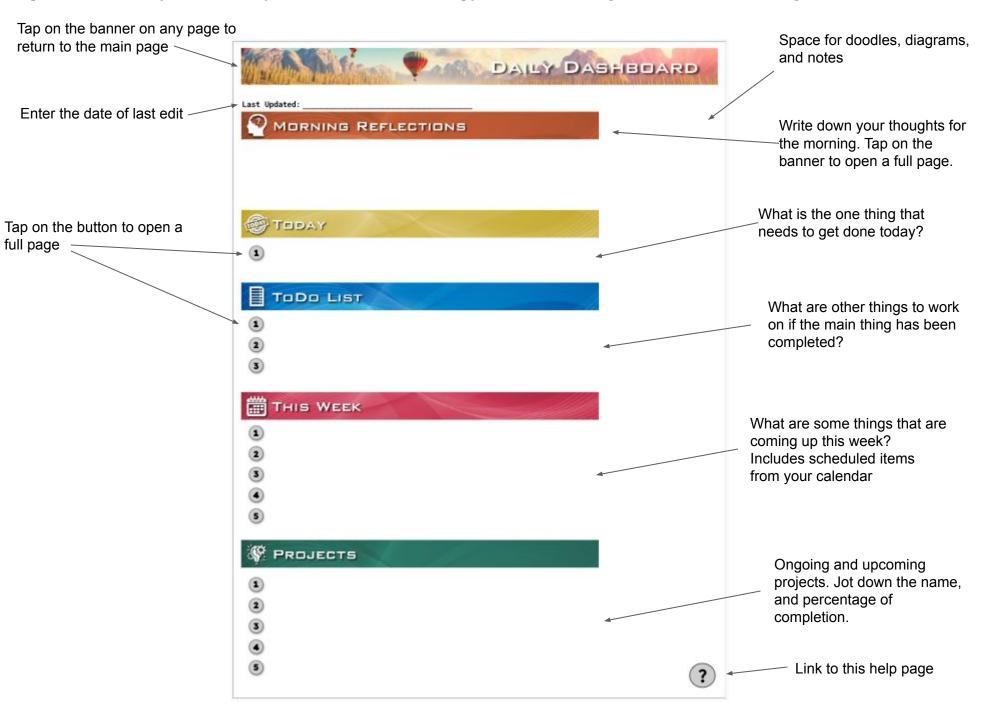
How to use the Daily Dashboard

The Daily Dashboard is designed to be a launchpad to start the day. Starting at the top of the page, fill out each section and work down the page. When you get down to the bottom, you've set your agenda and priorities for the day. The next day, update and modify as necessary. Use the lasso tool to copy or move existing entries to the next stage.

Tap on the banner on any page to return to the main page

Enter the date of last edit

Tap on the button to open a full page

Space for doodles, diagrams, and notes

Write down your thoughts for the morning. Tap on the banner to open a full page.

What is the one thing that needs to get done today?

What are other things to work on if the main thing has been completed?

What are some things that are coming up this week? Includes scheduled items from your calendar

Ongoing and upcoming projects. Jot down the name, and percentage of completion.

Link to this help page

DAILY DASHBOARD

Last Updated: _____

MORNING REFLECTIONS

TODAY
1.

ToDo List
1.
2.
3.

This Week
1.
2.
3.
4.
5.

Projects
1.
2.
3.
4.
5.

?

Last Updated: _____

MORNING REFLECTIONS

?

Last Updated: _____

| TODAY | **TODAY** | 1 |

?

Title: _____   **Last Updated:** _____

ToDo List   (1)

?

Title: _____   Last Updated: _____

ToDo List   ②

?

Title: _____   **Last Updated:** _____

ToDo List   ③

?

Title: _____   **Last Updated:** _____

📅 THIS WEEK   ①

?

Title: _____   **Last Updated:** _____

📅 THIS WEEK   ②

Title: _____   **Last Updated:** _____

📅 THIS WEEK   ③

?

Title: _____   Last Updated: _____

📅 THIS WEEK   (4)

(?)

DAILY DASHBOARD

Title: _____ **Last Updated:** _____

📅 **THIS WEEK** ⑤

?

DAILY DASHBOARD

Title: _____   **Last Updated:** _____

PROJECTS

1

?

Title: _____   **Last Updated:** _____

PROJECTS   2

?

Title: _____   **Last Updated:** _____

PROJECTS   3

?

Title: _____   **Last Updated:** _____

PROJECTS   ④

?

Title: _____   **Last Updated:** _____

PROJECTS   (5)

?

Gratitude

Bible Study

Prayer & Praises

?

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