Daily Planner – Mini Life OS

A one-page control centre for today's tasks, schedule, and notes.

Date: _ _ _ _ _ _ _ _ _ _ _ _

Today's Top 3

- [ ]
  Biggest win for today
- [ ]
  Important but smaller task
- [ ]
  Quick win that makes life easier

If There's Time

- [ ]
- [ ]
- [ ]
- [ ]
- [ ]
- [ ]

Schedule

Time	Plan
7–9	
9–11	
11–13	
13–15	
15–17	
17–19	
19–21	

Daily Reset (2 minutes)

What went well today?

What needs attention tomorrow?

Notes / Brain Dump

Dump tasks, ideas, links or worries here so they're not stuck in your head.