



 Monday 8/27/18

WEEKS LEFT
IN QUARTER:

13	12	11	10	9	8	7	6	5	4	3	2	1
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Daily Big 3 List your three most important tasks.

✓	1	Prepare for Team Huddle Meeting
✓	2	Record bonus episode for podcast
→	3	Review slides for Achieve Conference and give input

Other Tasks

- 4 Share compilation idea with
 - Chad
- 6 Ask Justin to look at emp
 - engagement program from
 - SC
- 8 Order Leap book
- 5 EMT SVOTS faculty
- 7 Program Intervals for X3

☒ MORNING RITUAL

☒ WORKDAY STARTUP RITUAL

8 _____

9 _____

10 000 JIPPI

Weekly Huddle

000 Jim

Content Team Mtg

11

12

000 Megan

1 _____

2 _____

3 _____

5. Hehe (Zoom)

John (Zoom)

6 _____

7 _____

✓ = DONE / = WAITING FOR ○ = DELEGATE

→ = DEFER X= DELETE

☐ WORKDAY SHUTDOWN RITUAL

☐ EVENING RITUAL