

1. Have clear goals.
2. Identify and don't tolerate the problem that stand in the way of your achieving those goals.
3. Accurately diagnose the problems to get at their root causes.
4. Design plans that will get you around them.
5. Do what's necessary to push these designs through the results.

DALIO'S 5-STEP PROCESS

DAY OF WEEK

1

2

3

PROJECT : [REDACTED]

TASK

No. *

No. *

No. *

TASK

No. *

No. *

No. *

TASK

No. *

No. *

No. *

PROJECT : [REDACTED]

TASK

No. *

No. *

No. *

PROJECT : [REDACTED]

TASK

No. *

No. *

No. *

PROJECT : [REDACTED]

TASK

No. *

No. *

No. *

PROJECT : [REDACTED]

TASK

No. *

No. *

No. *

NOTES

4		5		6		7		Noticeable Events	
No.	●	No.	●	No.	●	No.	●	Week No.	
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	No.	□
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	No.	□
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	Week No.	
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	No.	□
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	Week No.	
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	No.	□
15% 30%		45% 60%		75% 90%		100%			
No.	●	No.	●	No.	●	No.	●	No.	□
15% 30%		45% 60%		75% 90%		100%			

NOTES