



GRATITUDE	MUST FIX	Q1 Is there someplace where you need to take a step back?	Q2 Are you intentionally building a team that you are preparing to lead? How?
Happiness stems from gratitude. What do I have to be thankful for this week?	What are the unaddressed issues to fix this week? 1. 2. 3. 4. 5.		
TASKS	CONTACTS	FOCUS #1: _____	FOCUS #2: _____
What miscellaneous tasks do I need to take care of? ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	Who do I need to reach out to this week? ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	What is it? Why is it important? Who do I need help from? What does success look like?	What is it? Why is it important? Who do I need help from? What does success look like?
		FOCUS #3: _____	FOCUS #4: _____
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