

MY WEEKLY REVIEW.

Notice what happened. Keep the lesson. Choose the next useful week.

WINS WORTH NAMING

What happened and why did it matter?

EVIDENCE OF PROGRESS

What moved something meaningful forward?

WHAT CREATED FRICTION?

Name the situation or system - not a verdict.

ONE LESSON TO CARRY

What would you repeat, change, or prepare earlier?

ENERGY OR CAPACITY PATTERN

When did focus, recovery, or overload affect the plan?

CARRY FORWARD INTENTIONALLY

One commitment that still matters and has a next action.

RELEASE, DEFER, OR MOVE ELSEWHERE

What does not belong on next week's active list?

NEXT WEEK'S TOP 3 OUTCOMES

- 1

- 2

- 3

BOUNDARY THAT PROTECTS CAPACITY

What will stay smaller, wait, or receive a clear no?

FIRST ACTION THAT MAKES MONDAY EASIER

Prepare the file, write the task, send the request, or set out the material.
