# Positivity journal

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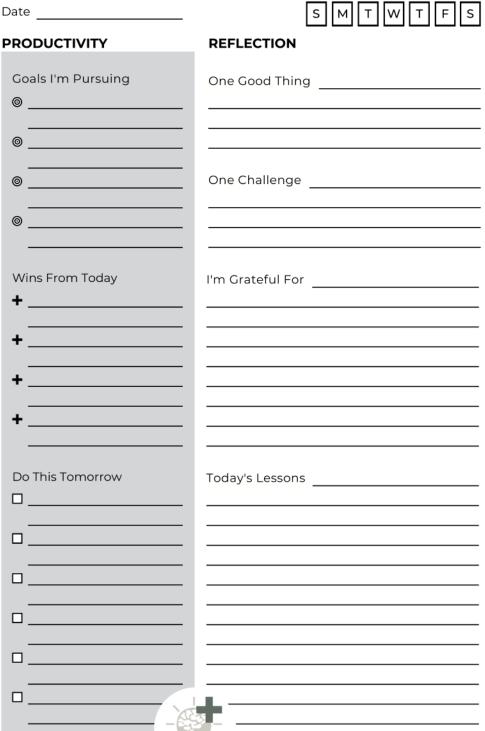
The journal is simple to use... the best tool to boost your productivity and focus through the power of positivity.

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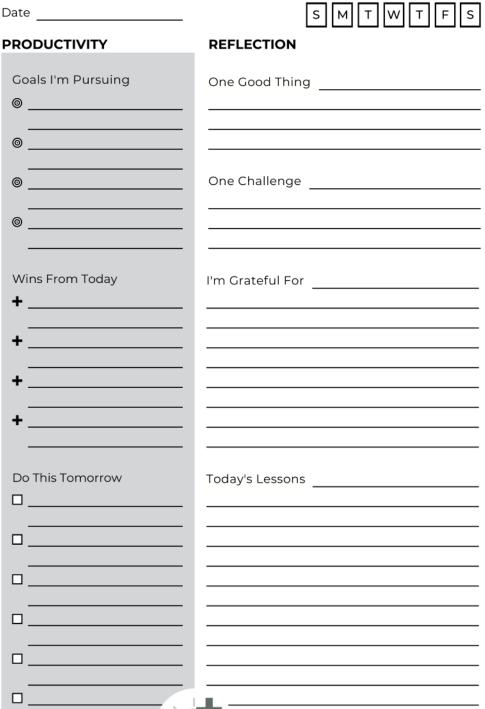
# Below is a recommendation for how you PRODUCTIVITY might use the "productivity" section: Goals I'm Pursuing Record your goals each day. © \_\_\_\_\_ These can be short-term or long-term goals. 0 Yes, often there will be repeats of your goals. This is a good thing, as you re-affirm 0 to your brain that you are pursuing a particular goal your brain will perform its 0 function and actively seek solutions to accomplish the goal. Wins From Today Now record your wins for the day. + This is one way you will see the power of positive momentum in your life. + At first it might be difficult to come up with all four wins. But, in time it will be easy to see all the little things you accomplish each and every day. All these accomplishments are WINS! Do This Tomorrow 6 Most Important Tasks • At the end of the day, write down the six most important tasks to achieve tomorrow. These 6 tasks should help towards achieving your goals and objectives. • Do not write down more than six tasks. Prioritize Tasks Prioritize the six items in order of their true importance, from most important to least. Focus on the First Task Complete the first task of your list before moving on to the second task. • Work in order task-by-task. At the end of the day, move any unfinished tasks to the following day. **Think Positive** Check □

One Good Thing
One Challenge
I'm Grateful For
Today's Lessons

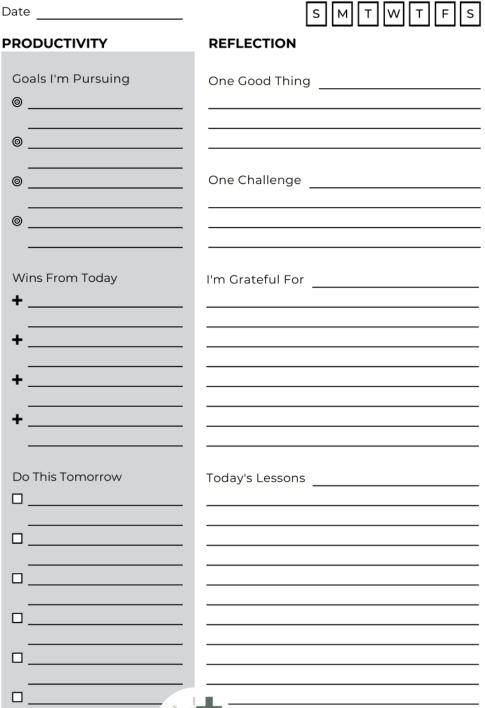
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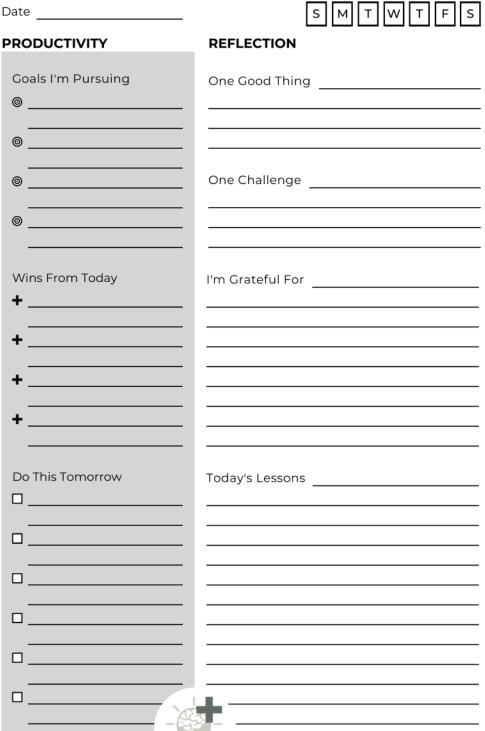
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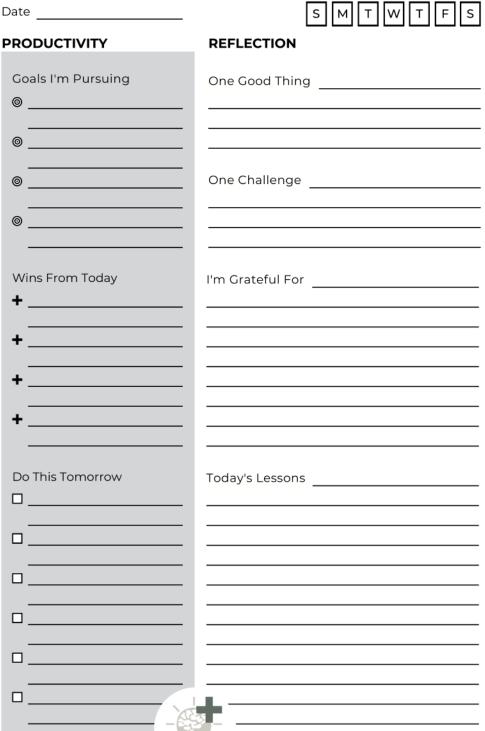
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