

Better Than Yesterday Action Plan

Each day decide on *one* action to do that will be actioned and write it down as the number one activity to be achieved. Then anything else you want to do that day is a bonus! List them and feel pleased when you complete them after your Better Than Yesterday task number one has been done!

The power of one task per day \dots becomes 5 per week \dots 20 per month \dots 60 per quarter \dots 240 per year – and everything else still gets done too!

The average person comple will arrive and get done if ti	etes 2,500 actions in a 10 hour v ime and you decide this is the be	working day. Control yours est use of your time!	self. Do your Better Than Yes	terday task then the rest
BTYNo1				