

Gentle Productivity Daily Planner

1. How is my energy today? (High / Medium / Low)

2. Today's 3 Gentle Tasks:

• Essential Task: _____

• Supportive Task: _____

• Nourishing Task: _____

3. What can I release or postpone today?

4. Nervous System Check-In (Circle one): Calm / Overwhelmed / Tired / Focused

5. Midday Reset: What does my body need right now?

6. Evening Reflection:

• What did I complete?

• What felt aligned?

• What can wait for tomorrow?

7. Gentle Reminder: My worth is not measured by my output.