

The Twenty-Minute Weekly Reset

Enough orientation to start the week. No Sunday takeover required.

01

5 MIN

COLLECT

Loose notes, screenshots, bag, counter.

02

5 MIN

CALENDAR

Only fixed commitments and real deadlines.

03

5 MIN

CHOOSE

Three outcomes that would steady the week.

04

5 MIN

SOFTEN

Make Monday's first move easy to see.

THREE THINGS THAT WOULD MAKE THE WEEK STEADIER

Write the outcome, then the first visible move.

1

2

3

FIXED COMMITMENTS**DELIBERATELY NOT SOLVING THIS WEEK****MONDAY'S FIRST USEFUL MOVE**