

# Daily Routine Worksheet

What does your average daily routine look like? First read the guidelines below, then list out your activities on the next page.

## Instructions:

- Start at the beginning of your day with “Wake up.”
- Write out every activity that follows, however small it is. An example of the next items in your routine may be “Make my bed,” “Take a shower,” “Drink coffee,” etc.
- Include an estimated time of the day for each activity.
- Try to categorize each activity: “Health,” “Work,” “Social,” “Education,” “Relaxation,” “Spiritual,” etc.
- Finish at the end of your day with “Go to bed.”

Don't worry about getting all the details perfectly.

**The goal is to get an idea of what a typical day looks like for you, but obviously things can vary a lot.**

Once you complete your list, there will be questions on the following page to analyze and learn from it.

# My Daily Routine

- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_
- Time: \_\_\_\_\_ Activity: \_\_\_\_\_ Category: \_\_\_\_\_

# Analyze Routine

**1. Reflect on each activity and note the influence it has on your life (positive, negative, or neutral).**

**2. Identify one activity on your list you wish you did *less* often (if appropriate):**

---

**3. Identify one activity on your list you wish you did *more* often (if appropriate):**

---

**4. What category do you need to improve the most (“Health,” “Work,” “Social,” “Education,” “Relaxation,” “Spiritual,”)?**

---

**5. Name one new habit you’d like to fit into your routine:**

---

**What time would be best place to add it: \_\_\_\_\_**

Congratulations! You've completed the worksheet.