

THE
DONE
LIST





~~TO DO~~ done

In a world where we are so busy, we tend to rely on a to-do list. And, more often than not our to-do list extends beyond just one!

But how often do we celebrate our small successes, our wins, and achievements?

Use the *done list* to note the biggest wins from your week.

The *done list* helps to keep track of your most positive achievements from your day. Some days it might just be washing your hair!

The point of this exercise is to help you feel a sense of accomplishment.

Taking pride in your results, naturally triggers further engagement and deeper motivation to keep striving for your own version of success.

The *done list* also acts as a reflection tool for days when you hear that negative self-talk and need reminding of just how fabulous you are!

Lastly, a *done list* is great for keeping track of any work achievements. Doing so enables you to keep an accurate account of your successes to utilize in your resume and in interviews!

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~~TO DO~~ done

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

MONTH:

WEEK: