



“

*Focus and simplicity...  
once you get there you  
can move mountains.*

**Steve Jobs**

## *The deep work life*

Eagle planner

By the end of your days you'll have spent around 90,000 hours at work – which is about a third of your life, and the majority of your waking hours. This makes developing a more enriching approach to work one of the most impactful factors to overall wellbeing there is. As writer Annie Dillard once famously put it: **"How we spend our days is, of course, how we spend our lives."**

And so the aim of this planner is to help you **build a work-life to be proud of**; to become what English philosopher L.P. Jacks once termed, **"a master in the art of living..."** [who] draws no sharp distinction between their work and their play, their labour and their leisure."

But this isn't just about enhancing your experience of work, it's about enabling the full expression of your talents. With this planner, you'll develop the proven practices needed to consistently do your best work, more easily, and feel great in the process. **That is the deep work life.**



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*First we make  
our habits, then our  
habits make us.*

**John Dryden**

8:00 \_\_\_\_\_  
8:30 \_\_\_\_\_  
9:00 \_\_\_\_\_  
9:30 \_\_\_\_\_  
10:00 \_\_\_\_\_  
10:30 \_\_\_\_\_  
11:00 \_\_\_\_\_

### Midday

11:30 \_\_\_\_\_  
12:00 \_\_\_\_\_  
12:30 \_\_\_\_\_  
13:00 \_\_\_\_\_  
13:30 \_\_\_\_\_  
14:00 \_\_\_\_\_

### Afternoon

14:30 \_\_\_\_\_  
15:00 \_\_\_\_\_  
15:30 \_\_\_\_\_  
16:00 \_\_\_\_\_  
16:30 \_\_\_\_\_  
17:00 \_\_\_\_\_

### Evening

17:30 \_\_\_\_\_  
18:00 \_\_\_\_\_  
18:30 \_\_\_\_\_  
19:00 \_\_\_\_\_  
19:30 \_\_\_\_\_  
20:00 \_\_\_\_\_  
20:30 \_\_\_\_\_  
21:00 \_\_\_\_\_

## Daily planner

Today, I am grateful for

Today's #1 biggie task ✱

Other tasks and stuff I mustn't forget

Remember to cross them off – so satisfying!

Today's #smellarose moment

Capture moments of connection with nature, awe and wonder

Daily reflection

⚡ Recharge complete? ☐

Mood tracker





“

*Live as if you were to  
die tomorrow. Learn  
as if you were to live  
forever.*

**Mahatma Ghandi**

**FLOWN**

## Weekly planner

This week I learned


This week's #celebrateoutcome

Choose a result or achievement from the week to celebrate

Weekly reflections

Next week's to-dos

This week I recharged  times

Deep work day = 2hrs + deep work in a day  
This week I achieved  deep work days

## Habit tracker

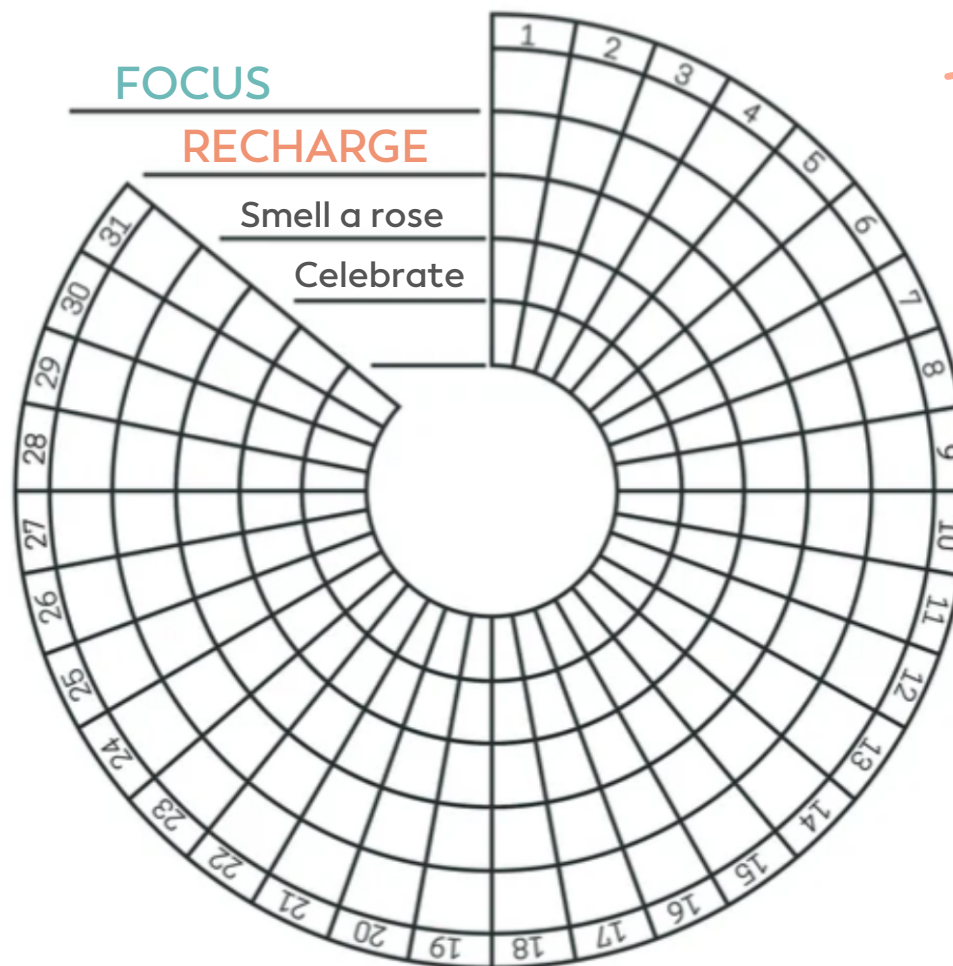
The fulfilled work-life means setting aside time for distraction-free **focus**, along with enriching intervals of restful activity to **recharge**. Track your progress below as you build the habits and rituals to live your best work-life.



“

*Great things are not done by impulse, but by a series of small things brought together.*

**Vincent van Gogh**



Deep work day = 2hrs + deep work in a day

Tick **FOCUS** for each successful deep work day

Tick **RECHARGE** for each day you included mindful rest