

A Peaceful Home Time Diary

Week of: _____

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6am							
6:30							
7							
7:30							
8							
8:30							
9							
9:30							
10							
10:30							
11							
11:30							
Noon							
12:30							
1							
1:30							
2							
2:30							
3							
3:30							
4							
4:30							
5							
5:30							
6pm							
6:30							
7							
7:30							
8							
8:30							
9							
9:30							
10							
10:30							
11							
11:30							

THE PURPOSE OF THE TIME DIARY

The time diary helps you see how and where you spend your time each day.

By keeping a time diary, you will see which activities take up most of your time, and you'll learn when you feel more/less productive. As you examine how you use your time, notice patterns when you do specific tasks and where to combine activities for more efficiency. You may see activities that don't line up with your CORE VALUE that you can eliminate.

HOW TO USE THE TIME DIARY

Jot down what activities you do (as you do them) from when you wake up to when you go to sleep. Be sure to include ALL activities, including eating breakfast, walking the dog, grocery shopping, sitting in the school pick up line, waiting on hold, lawn work, doing the laundry, scrolling through social media, etc.

Keep your time diary for at least a week and cover typical home time, weekends, and workdays.

You can't measure what you don't measure.