



1-2-3
Ideas and Progress
JOURNAL

For Achievers & List Lovers

SAMPLE



How to Use Your 1-2-3 Journal

This three-month journal is for anyone who doesn't enjoy traditional journaling and for achievers who love to check boxes yet need to think outside of the box. It's for anyone who wants to innovate, get stuff done, and celebrate progress in the most simple and creative way.

The **1-2-3** process is simple:

- Identify **ONE** main task and commit to getting it done with an "I will" statement.
- Choose **TWO** other tasks that you will complete—no procrastinating!
- At the end of the day, identify **THREE** things, people, or circumstances that brought you joy.

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Doodle and daydream when you have a few minutes here and there. Whatever you write, there are no rules, so let your creativity flow.

The daily notes pages provide a place to:

- Make lists and organizes project tasks.
- Write reminders.
- Create a plan for tomorrow.
- Journal—if you're into that!

Achievers often have a difficult time celebrating and basking in the winning moments before moving on to the next list. Make time at the end of the day to give yourself a pat on the back. Imagine talking to yourself and saying, "I'm proud of you for . . ."

Each weekend, the 3-2-1 unwind offers prompts to maximize your time. Suggestions:

- Make your plan and prioritize.
- Page through the past week and note two wins to record.
- Celebrate your own innovation by bragging a bit on your most creative idea or solution from the week.

DATE: January 4

Morning Intentions:

1. TODAY'S ONE BIG THING I WILL ACCOMPLISH:
Create marketing plan for book launch

2. TWO SMALLER TASKS I WILL NOT PROCRASTINATE.
Pay contractors

Set up email platform

End-of-Day Reflection:

3. THREE THINGS, PEOPLE, AND CIRCUMSTANCES THAT BROUGHT ME JOY TODAY.

1. *Received an encouraging email from a client*
2. *Moments of laughter over coffee with a friend*
3. *Supper with family—fun discussion*

Expand gratitude, love, and joy.

Daydreams, Bright Ideas, and Doodles:

*Heard in a podcast:
Think outside of the box and don't limit your dreams!*

Set your creativity free and let your mind wander!

Notes & Lists

Remember to check on advertising campaign tomorrow.

Consider ways to collaborate on promotion for event.

Flexible space
for to-do tasks,
plans, ideas,
journaling

Celebrate daily
wins and
achievements!

I GIVE MYSELF A HIGH FIVE TODAY FOR:

Pausing for self-care

Finishing an extra task before lunch!

Weekend

3. My top three priorities and specific actions for this weekend are:

- Self-care *Get a massage*
- Rest
- Shopping
- Relaxation
- Family time
- Friends time
- Yard work
- Work catchup
- Recreation
- Organizing *Sort file cabinet*
- Fitness
- Meal Prep
- Spiritual care
- Creative activity
- Being outdoors *Take a stroll in the woods*
- Housework
- Laundry
- Hobby time
- Other

Set weekend priorities and tasks.

2.

**Two things to celebrate
from this week:**

The advertising campaign performed better than expected.

I reached a personal goal for consistency with exercise — a seven-day streak!

1.

**My best creative idea
this week was:**

I reorganized my workflow and saved an hour each day!

Pause for
celebration!

IDEAS FOR NEXT WEEK:

Try one more tweak on the new workflow.

**Available on Amazon or from
michellerayburn.com/1-2-3-journal**