CONQUER TODAY EQUIPMENT

# DAY MAP

CREATE YOUR DAILY
TEMPLATE FOR A ROUTINE
THAT ACTUALLY STICKS

# DAILY TEMPLATES

Daily temples are a flexible and powerful alternative to strict, step-by-step daily routines. Most of the time, individuals will create a military-style routine on paper, filled with monumental tasks.

The problem is, most of these people are starting at ground zero. It's motivating to think that perfect routine will whip you into shape, but usually, you can't stick to it for more than a week.

Instead, try a daily template. A template means you block off chunks of your day for certain types of activities, not necessarily the specific habit itself. For instance, most of us participate in the following:

Mornings
Commutes
Work
Lunch Breaks
Fitness
Personal Growth
Socializing
Relaxing
Dinner
Evenings

With a template, you can separate your day into hourly blocks to fit these activities. When you reach that time block, you can think about which tasks you want to work on that day.

This can keep you stimulated and avoid the burnout of a concrete routine. On the following pages, we offer a few different template examples. Then, you can use our printable worksheet or excel spreadsheet to build your own.

**Spreadsheet: cnqr.co/daily-templates**

| TIME | FOCUS | POTENTIAL ACTIVITIES | | |
|---|---|---|---|---|
| 4 AM | SLEEP | | | |
| 5 AM | | | | |
| 6 AM | MORNING LAUNCH | GROOM | BREAKFAST | STRETCH |
| 7 AM | | PACK LUNCH | READING | PRAY |
| 8 AM | COMMUTE | PODCASTS | MUSIC | AUDIOBOOKS |
| 9 AM | CREATIVE WORK | WRITING | BRAINSTORMING | DESIGNING |
| 10 AM | | STRATEGY | | |
| 11 AM | MEETINGS | SALES | INTERNAL | NETWORKING |
| 12 PM | LUNCH | READING | MEDITATE | RELAX |
| 1 PM | PROJECTS | | | |
| 2 PM | | | | |
| 3 PM | | | | |
| 4 PM | ADMINISTRATION | COMMUNICATION | ORGANIZATION | PLANNING |
| 5 PM | | ERRANDS | | |
| 6 PM | FITNESS | GYM | RUNNING | FLEXIBILITY |
| 7 PM | DINNER | RELAXING | FAMILY | MUSIC |
| 8 PM | GROWTH | READING | DOCUMENTARY | HOBBIES |
| 9 PM | | PLANNING | ERRANDS | |
| 10 PM | COOL-DOWN | NO TECH | MEDITATION | READING |
| 11 PM | SLEEP | | | |
| 12 AM | | | | |
| 1 AM | | | | |
| 2 AM | | | | |
| 3 AM | | | | |

| TIME | FOCUS | POTENTIAL ACTIVITIES | | |
|---|---|---|---|---|
| 4 AM | SLEEP | | | |
| 5 AM | | | | |
| 6 AM | | | | |
| 7 AM | | | | |
| 8 AM | MORNING ROUTINE | GROOM | BREAKFAST | COMMUTE |
| 9 AM | SHIFT WORK | | | |
| 10 AM | | | | |
| 11 AM | | | | |
| 12 PM | | | | |
| 1 PM | LUNCH | READING | MEDITATE | RELAX |
| 2 PM | SHIFT WORK | | | |
| 3 PM | | | | |
| 4 PM | FAMILY | SPORTS | QUALITY TIME | DINNER |
| 5 PM | | | | |
| 6 PM | | | | |
| 7 PM | GROWTH | READING | HOBBIES | FITNESS |
| 8 PM | | | | |
| 9 PM | RELAXING | SOCIALIZING | GAMES | MUSIC |
| 10 PM | | | | |
| 11 PM | CREATIVE WORK | DESIGNING | PROJECTS | WRITING |
| 12 AM | | | | |
| 1 AM | SLEEP | | | |
| 2 AM | | | | |
| 3 AM | | | | |

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|---|---|---|---|---|
| 4 AM | | | | |
| 5 AM | | | | |
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| 7 AM | | | | |
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