THE 3-3-3 METHOD · DAILY PLANNER

3 My 3-3-3 Day

3 hours on what matters most, 3 short tasks, 3 things that keep life running. That's a good day.

DATE

WHEN I'LL DO MY 3 HOURS

3 3 hours · my most important project

Project, and today's specific goal

1H 2H 3H

3 3 short tasks

Urgent to-dos, calls, the one I've been avoiding

1 DONE

2 DONE

3 DONE

3 3 maintenance activities

Movement, inbox, journaling, home, sleep…

1 DONE

2 DONE

3 DONE

Hard day? The 1-1-1 floor

1 hour on the project, 1 short task, 1 maintenance activity. It counts as a full day.

ONE SENTENCE ABOUT TODAY

30 Days of 3-3-3

Colour 3-3-3 or 1-1-1 each day. Both count. Write the project you moved forward.

1 PROJECT ◯ 3-3-3 ◯ 1-1-1	**2** PROJECT ◯ 3-3-3 ◯ 1-1-1	**3** PROJECT ◯ 3-3-3 ◯ 1-1-1	**4** PROJECT ◯ 3-3-3 ◯ 1-1-1	**5** PROJECT ◯ 3-3-3 ◯ 1-1-1	**6** PROJECT ◯ 3-3-3 ◯ 1-1-1
7 PROJECT ◯ 3-3-3 ◯ 1-1-1	**8** PROJECT ◯ 3-3-3 ◯ 1-1-1	**9** PROJECT ◯ 3-3-3 ◯ 1-1-1	**10** PROJECT ◯ 3-3-3 ◯ 1-1-1	**11** PROJECT ◯ 3-3-3 ◯ 1-1-1	**12** PROJECT ◯ 3-3-3 ◯ 1-1-1
13 PROJECT ◯ 3-3-3 ◯ 1-1-1	**14** PROJECT ◯ 3-3-3 ◯ 1-1-1	**15** PROJECT ◯ 3-3-3 ◯ 1-1-1	**16** PROJECT ◯ 3-3-3 ◯ 1-1-1	**17** PROJECT ◯ 3-3-3 ◯ 1-1-1	**18** PROJECT ◯ 3-3-3 ◯ 1-1-1
19 PROJECT ◯ 3-3-3 ◯ 1-1-1	**20** PROJECT ◯ 3-3-3 ◯ 1-1-1	**21** PROJECT ◯ 3-3-3 ◯ 1-1-1	**22** PROJECT ◯ 3-3-3 ◯ 1-1-1	**23** PROJECT ◯ 3-3-3 ◯ 1-1-1	**24** PROJECT ◯ 3-3-3 ◯ 1-1-1
25 PROJECT ◯ 3-3-3 ◯ 1-1-1	**26** PROJECT ◯ 3-3-3 ◯ 1-1-1	**27** PROJECT ◯ 3-3-3 ◯ 1-1-1	**28** PROJECT ◯ 3-3-3 ◯ 1-1-1	**29** PROJECT ◯ 3-3-3 ◯ 1-1-1	**30** PROJECT ◯ 3-3-3 ◯ 1-1-1

HOURS ON MY MAIN PROJECT	WHAT MOVED FORWARD	WHAT I'LL KEEP, CHANGE OR DROP

The 3-3-3 method was described by Oliver Burkeman. This printable is an independent version.