

your gyst day



Step 1 - REFRESH

Get your environment clean, organised and prepared for the week ahead.

- CHANGE SHEETS
- AIR BEDDING
- SURFACE CLEAN HOME
- RECORD ESSENTIALS TO REFILL
- CLEAN FRIDGE
- GET GROCERIES
- CLEAN WINDOWS
- WASH CAR
- DO LAUNDRY
- CLEAN OUT WALLET/HANDBAG
- WATER PLANTS
- WASH MAKEUP BRUSHES
- CLEAR OUT WARDROBE
- OPSHOP DROP
- DECLUTTER A SECTION THE HOUSE
- _____

Step 2 - REORGANISE

Complete your own weekly review. Then organise and plan your week ahead.

- WEEKLY REVIEW
- BRAIN DUMP
- 5 MINUTE TASKS
- PRIORITISE WEEK'S TO-DO LIST
- CALENDAR CHECK
- SCHEDULE APPOINTMENTS
- SCHEDULE TO-DO'S
- BALANCE WEEK WITH HOBBIES ETC.
- PLAN WORKOUTS
- MEAL PREP!
- BUDGET REVIEW
- PLAN OUTFITS FOR THE WEEK
- CLEAR OUT EMAILS (INBOX ZERO)
- CLEAN DESKTOP ON LAPTOP
- EMPTY DOWNLOADS/TRASH FOLDER
- _____

Step 3 - RESET

This time is for you. Give yourself a little self care to start the week off right.

- GET OUTSIDE AND ACTIVE!
- COMPLETE YOUR WEEKLY CHECK-IN
- DO SOMETHING CREATIVE
- PLAN TO-DO LIST FOR TOMORROW
- IDENTIFY 3 TOP PRIORITIES
- PLAN OUTFIT
- PACK BAGS/CAR
- PREPARE BREAKFAST/PACKED LUNCH
- HAIR MASK/FACE MASK
- DO NAILS
- HAVE A SHOWER/BATH
- DIFFUSE ESSENTIAL OILS
- READ/JOURNAL
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