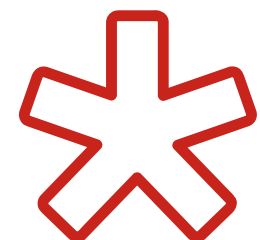


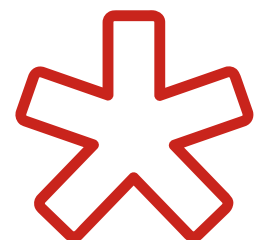
# 2021

## Find your Dawnwall

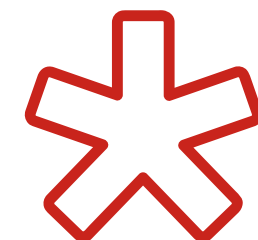
Designing your best year yet  
Planner



**START WHERE YOU ARE**



**5 ACTIVITIES TO GET  
WHERE YOU WANT TO GO**



**5 TEMPLATES TO DESIGN  
YOUR YEAR AHEAD**

*We overestimate what we can do in a day and underestimate what we can accomplish in a year' .*

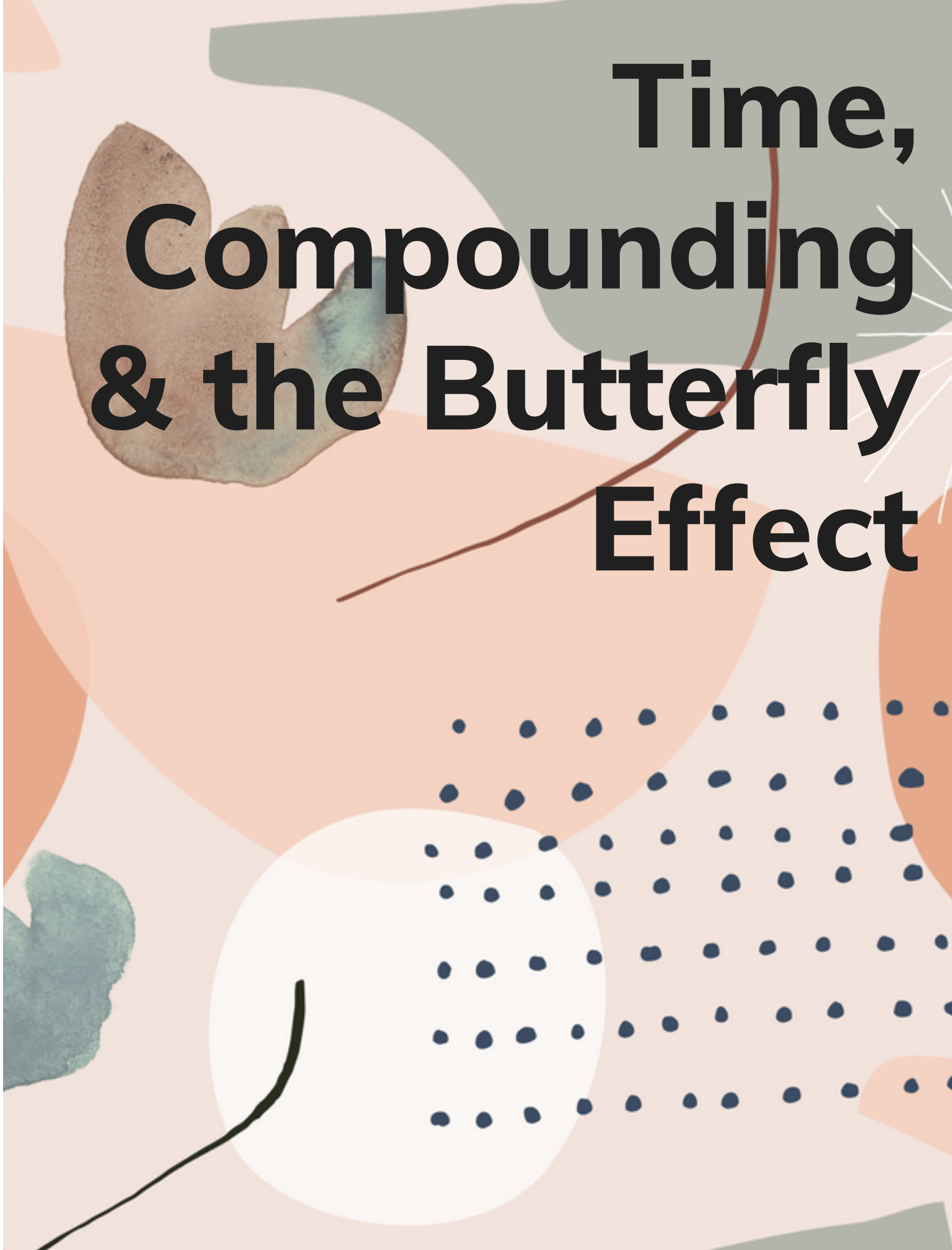
*'The amazing thing is how big something can grow from a relatively small change in conditions"*

The question that I have seen people struggle with the most is 'How do you manage to find time'. Or underestimate how persistence and grit always beats talent. Or how the tiniest of changes can result in completely different paths.

What will you find inside?

- 5 activities that you can do in under 1 hour that will help you uncover your goals, motives and a process to get things done.
- 5 templates that you can print out to help you with designing your best year yet!

So grab a pen and a hot beverage. Find some solitude and I hope this helps you as much as I hope it does I.



# Time, Compounding & the Butterfly Effect

# Finding your Dawnwall

## WHAT IS THE DAWN WALL

I came across this quaint story in 2015 and it has for some strange reason stayed with me since. As a story of hope and grit.

The Dawn Wall – or the Wall of the Early Morning Light as it was originally known – is a 5.14d, 32 pitch climb on the Southeast face of El Capitan in Yosemite National Park.

In an unbelievable story of perseverance, free climber Tommy Caldwell and climbing partner Kevin Jorgeson attempt to scale the impossible 3000ft Dawn Wall of El Capitan.

Are you ready to find your dawnwall



# Templates

Morning and Evening Routine Template

Chunk-your-Day Template

Pomodoro Timer Recommendation

Red X - Dont Break the Chain Consistency Tracker

Gratitude Journal Template with 30 Journal Prompts

# Activities

**1**

Start where ever you are - with a blank slate

**2**

Explore your dawn wall goals - Minimize regrets

**3**

Uncover your Why - define your motives

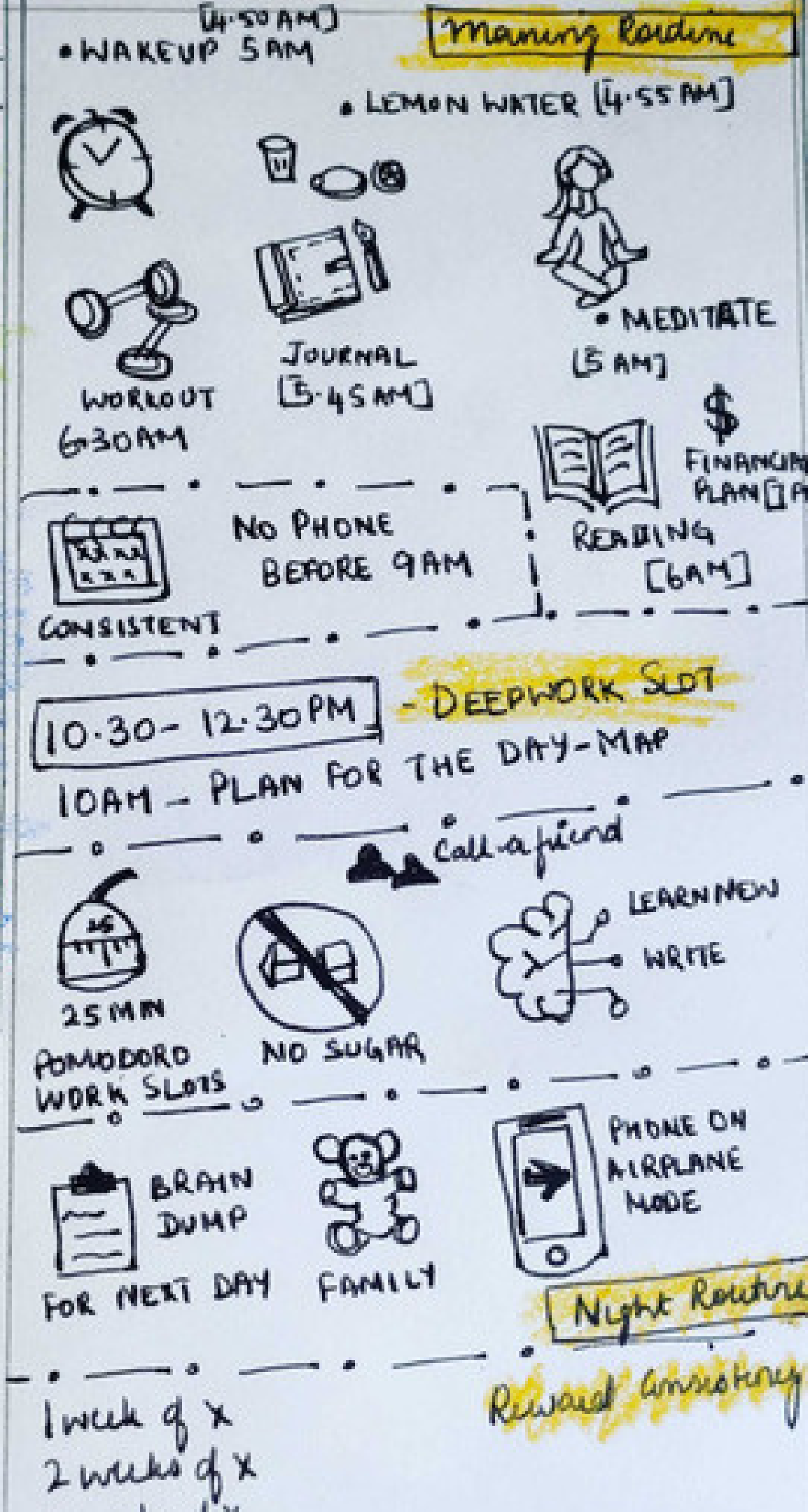
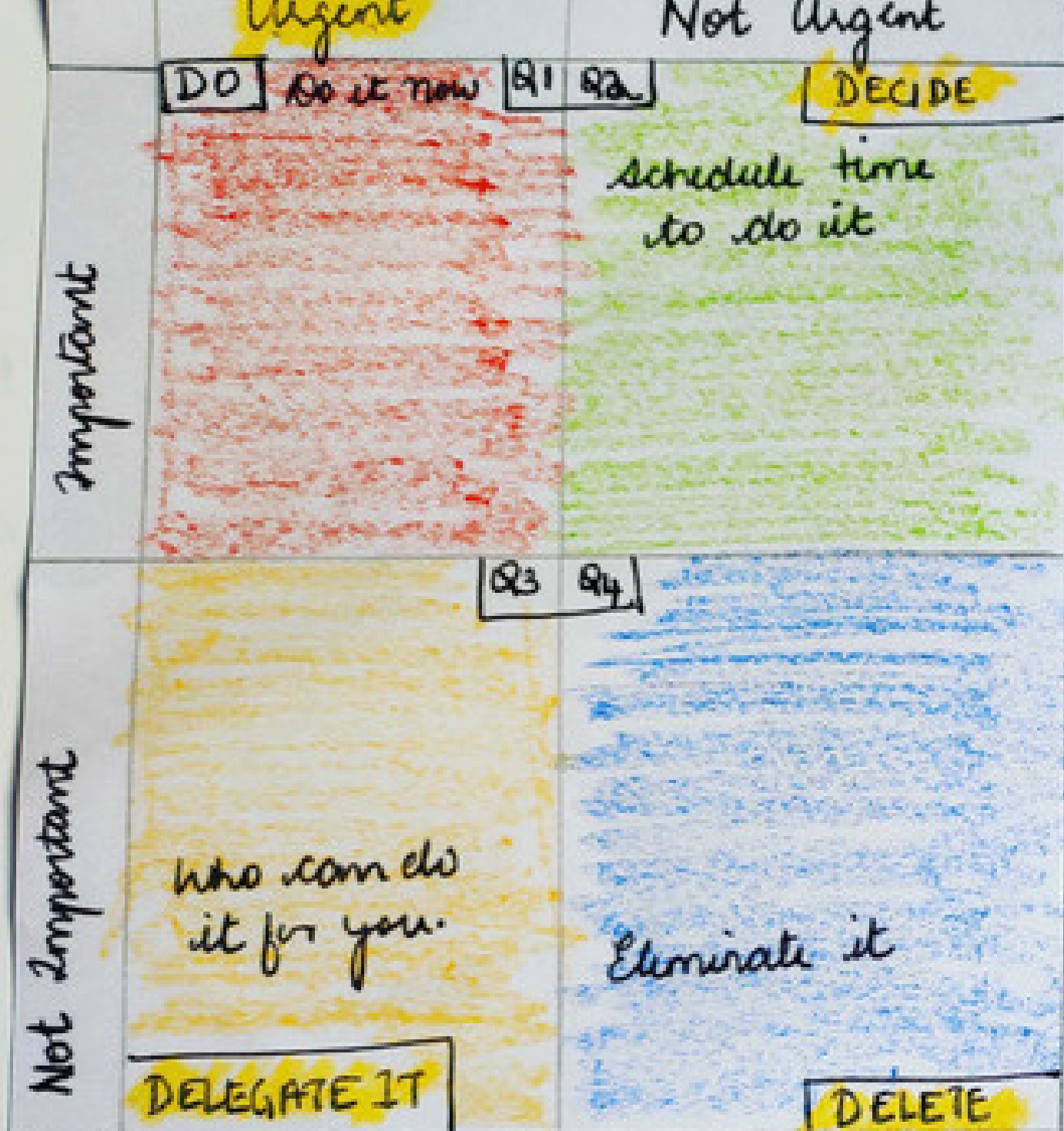
**4**

System vs Goals - Build a system for your goals

**5**

Follow the Process, build the habit





Three things I want to achieve the most:

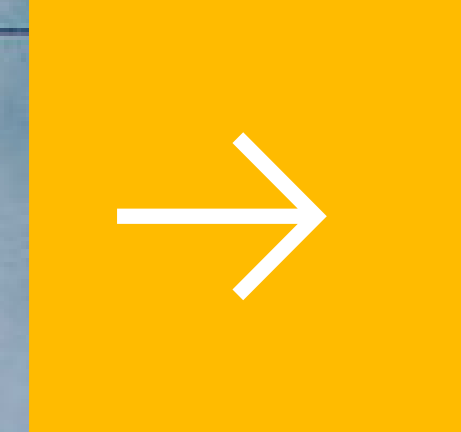
- 
- 
- 

Three things I want to stop doing:

- 
- 
- 

Three 'down wall' goals to explore

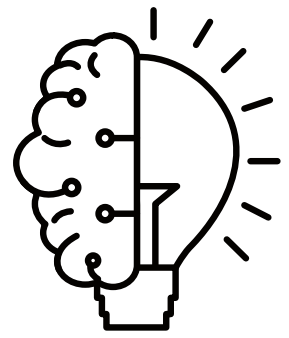
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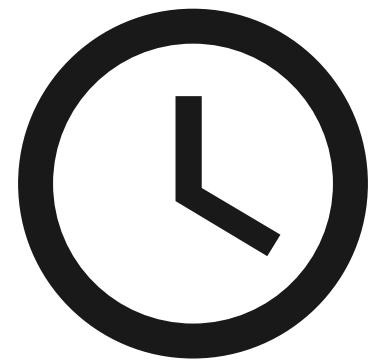
**My ideation prototype**

# Start with a blank slate

This is inspired by Eisenhower matrix to help decide where one should spend their efforts/ Start with a brain dump of all that is on your mind



Activity Type : Individual



Recommended time - 45 mins

Grab a hot beverage, sit in an uninterrupted brightly lit space to do a brain dump of everything that is running in your head right now  
List out every activity mapped to the categories and the 2x2 quadrants

|               |  |   |
|---------------|--|---|
|               | Urgent   | Not Urgent  |
| Important     | <b>1</b><br>DO<br><i>Do it now</i>                       | <b>2</b><br>DECIDE<br><i>Schedule Time to Do it</i> |
| Not Important | <b>3</b><br>DELEGATE IT<br><i>Who can do it for you?</i> | <b>4</b><br>DELETE<br><i>Eliminate It</i>           |

**Categories**



1

# *Do it now*



Home & Family



Career



Learning



Hobbies



Friends &  
Community



Finances



Health & Fitness



Bucketlist



# 2 *Schedule Time to do it*



Home & Family



Career



Learning



Hobbies



Friends &  
Community



Finances



Health & Fitness



Bucketlist

# 3 Who can do it for you?



Home & Family



Career



Learning



Hobbies



Friends &  
Community



Finances



Health & Fitness



Bucketlist

# 4 *Eliminate It*



Home & Family



Career



Learning



Hobbies



Friends &  
Community



Finances



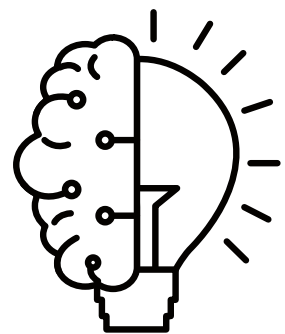
Health & Fitness



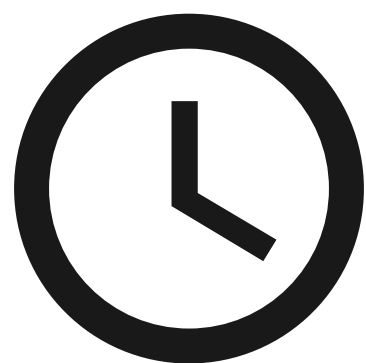
Bucketlist

*Scribble Pad*

# Define your Dawnwall - Minimize regrets



Activity Type : Individual



Recommended time - 25 mins

Dawnwall goals aren't your to-do lists.

These are big hairy goals you have always want to try out. The book you wanted to write, the idea you wanted to start-up or the marathon you wanted to run. These are goals you don't want your 70 yr old self to regret about missing out on.

Find some solitude for the next exercise. Set up a pomodoro. And get started

# Three things I want to stop doing

To find time to do what you want to do, start with  
three things you want to stop doing.

1

2

3



# Three DawnWall Goals I want to achieve the most

Post that, list out your top 10 things you have always wanted to do.  
Rank the top 3. List them below

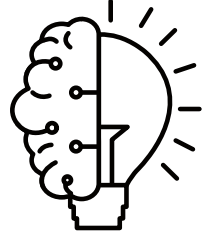
1

2

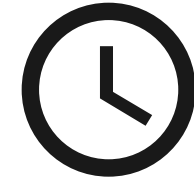
3



# Uncover your 'Why'



Activity Type : Individual



Recommended time - 20 mins

There is a lot of research which shows the importance of starting with why - including Simon Sinek's Golden circle. If you don't start with a motivation that can hold you through, there is very little that can hold you through with your goals.

Prod yourself deeper using the **5 Why's method**

The closer your goals match the motives, the higher likelihood for them to actually happen. If they don't - remove the goal and start over

For example, the most important thing that drives me is to make my dad proud. That means, I will go the extra mile to finish something vs watching Netflix because my 'why' is stronger. Always.

"What are the top 3 goals you want to be pursuing in 2021?"

- 1.
- 2.
- 3.

Goal 1 - Why?

- 1.
- 2.
- 3.
- 4.
- 5.

Goal 2 - Why?

- 1.
- 2.
- 3.
- 4.
- 5.

Goal 3 - Why?

- 1.
- 2.
- 3.
- 4.
- 5.

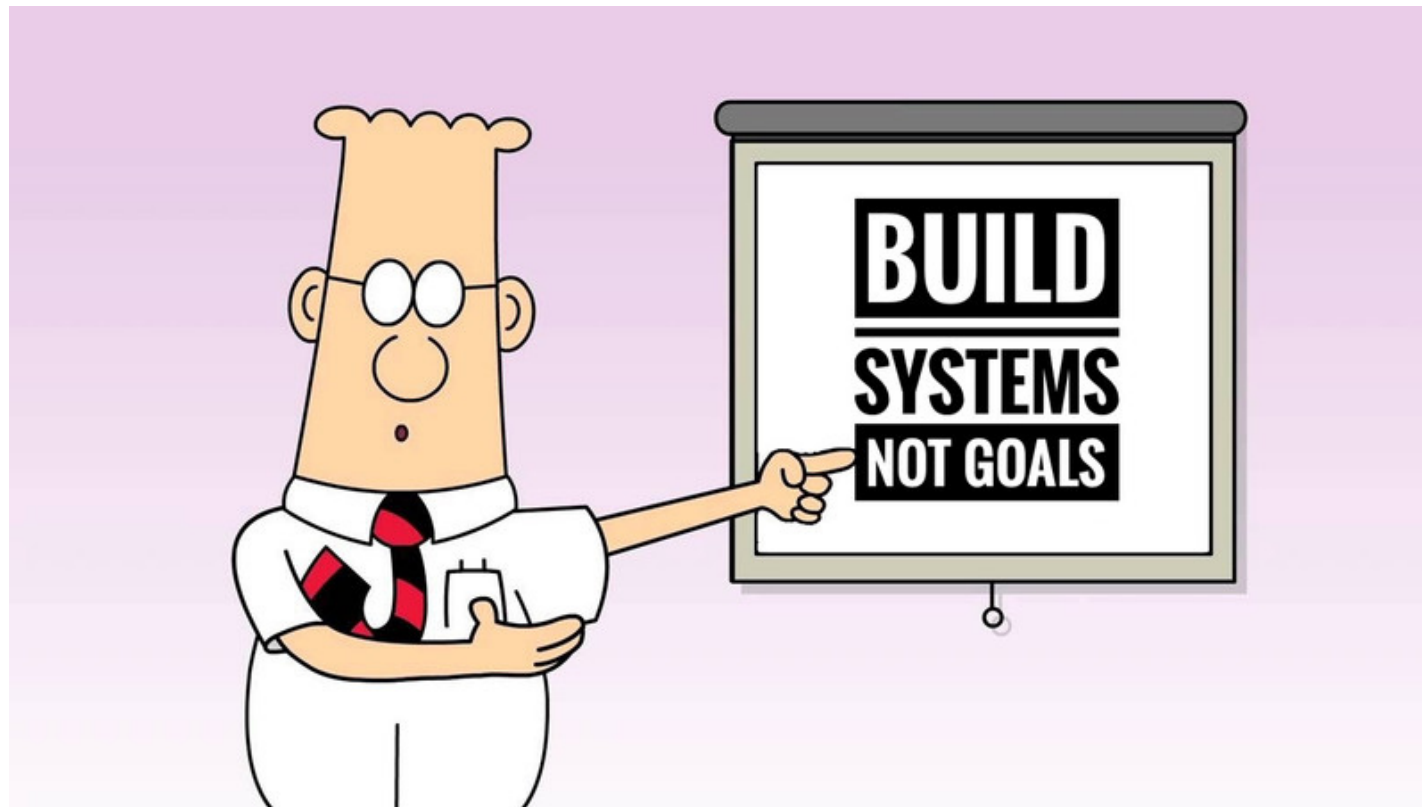


# Follow the Process, Not the Outcome

I first heard of the **Systems vs Goals approach** in a podcast where Dilbert's creator, Scott Adams called out how he used this to get stuff done.

In short, "Goals are about results you want to achieve. Systems are about processes to lead to those results"

Every failed goal of mine is because I focused much on result but not the process to get to it.



## Goal

## System

### Examples

Being an author in 2021

Writing 10 pages each day at 9AM

Run a Marathon

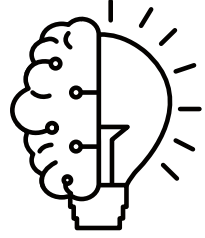
Follow the training schedule for the month

Losing 10 pounds

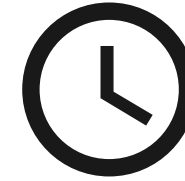
Learning to eat right

*"Goals give you a direction but systems help make progress"*

# Build Systems for your Goals



Activity Type : Individual



Recommended time - 25mins

## Goals

## System

**"What are the top 3 goals you want to be pursuing in 2021?"**

- 1.
- 2.
- 3.

**"What are the systems you have in place to achieve your goals?"**

- 1.
- 2.
- 3.

# Follow the process, build the habit

Let me tell you a story - a friend and I wanted to hold each other accountable to something we had been putting off for a while.

We decided to block each work day at 7AM to work on our respective activities for a month.

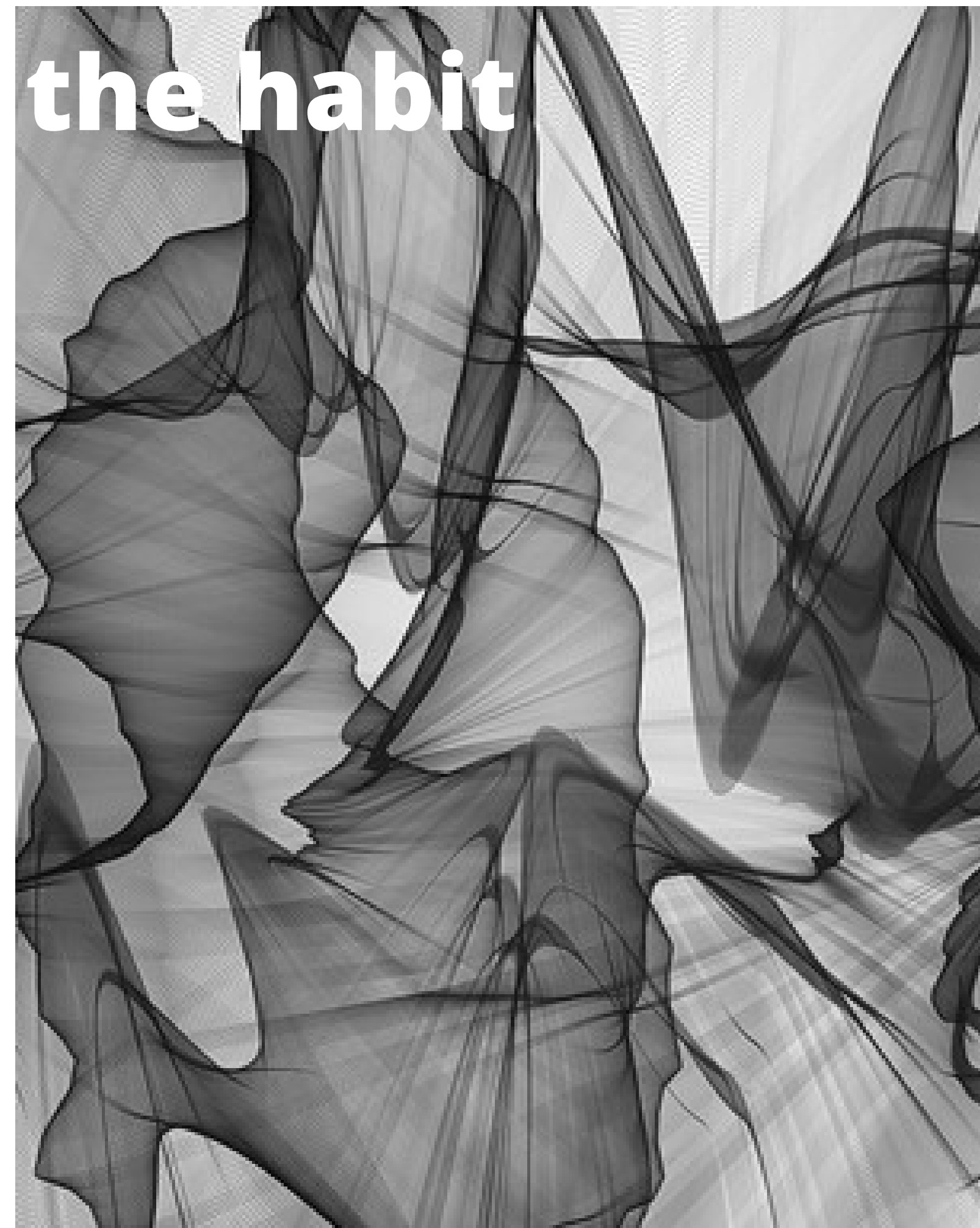
I wrote blog articles each day - and she painted each day. We spoke about our progress to each other every weekend.

Did I become an author or she an artist - Not really.  
Did we get good at what we were trying - absolutely.

Routines help build habits.

"In the words of three-time Super Bowl winner Bill Walsh, **"The score takes care of itself."**

The same is true for other areas of life. If you want better results, then forget about setting goals. Focus on your system instead" - James Clear



# Follow the process, build habit

## Step 1 - Avoid context switching - use chunking

Each time you answer the mail or take the meeting, your attention moves away from the task at hand. For you to effectively work, design your calendar into chunks of similar activities. Check out the [Chunk-the-day Template](#)

## Step 2 - Allocate time for DeepWork & DawnWall Goals.

Much has been research about being the the state of 'flow' to be your productive best. Find a couple of hours on the calendar for you to do the most 'high-value' work for the day. Example - this is mostly my highest ROI effort required at work. Also allocate a slot for the dawn wall goals defined earlier - ex, writing each day for 30 mins.

## Step 3 - Morning and Night Routines

You maybe an early riser or not. What I have noticed though is that when I follow my morning routine, I usually have accomplished more in the first half than some people do all week. Do what makes you happy. Find time in the day where you can add these activities. Check out the [Morning & Evening Routine Template](#)

## Step 4 - Gratitude Journal

I started this when I got the 5 minute journal. Now I do a 'stream of consciousness'/'journal prompts' and a gratitude each day. All of which takes 15 mins. Check out the [Journaling template](#)



Activity Type : Individual



Recommended time - 30 mins

## Step 5- Work in Pomodoros' to stay in 'the flow'

Check out [Kanbanflow.com](#) for the pomodoro timer that can be used against set systems

## Step 6 - Make it harder to be interrupted

Disable ALL notifications on your phone and laptop - you decide when to be interrupted, not the other way around.

## Step 7 - Use Seinfeld's Red X strategy to not break the chain.

Check out the [Red X - Dont Break the chain template](#)

"For each day that I do my task of writing, I get to put a big red X over that day. After a few days you'll have a chain. Just keep at it and the chain will grow longer every day. You'll like seeing that chain, especially when you get a few weeks under your belt. Your only job is to not break the chain."

# Morning and Evening Routine Template



## Morning Routine

### Recommended Routine

4:50 am

05:00 am

05:45 am

06:00 am

06:30 am

07:00 am

10.30 - 12.30 PM

### My Custom Routine

### Activity

**Wake Up**

**Meditate**

**Journalling**

**Read**

**Workout**

**Dawnwall Goal**

**Deep Work Slot**

## Don't Forget!

- Work in Pomodoros - 25 min work/5 min break
- Disable ALL notifications on your laptop and mobile.
- Schedule time to learn something new each day for 1 Pomodoro
- Call your mom/dad - cherish the time you have with them

## Night Routine

- Brain Dump of Open tasks for next day's plan
- 2 minute Gratitude Journal
- Phone off by 10PM



# Red X - Don't break the Chain Template

Week # ..... Dates: .....

| Morning Routine | Time          | Mon | Tues | Wed | Thur | Fri | Sat |
|-----------------|---------------|-----|------|-----|------|-----|-----|
| Wake up at      | 4.50 AM       |     |      |     |      |     |     |
| Meditate        | 5.00 AM       |     |      |     |      |     |     |
| Journal         | 5.45 AM       |     |      |     |      |     |     |
| Reading         | 6.00 AM       |     |      |     |      |     |     |
| Workout         | 6.30 AM       |     |      |     |      |     |     |
| DawnWall        | 7 AM          |     |      |     |      |     |     |
| Deep Work       | 10.30 – 12.30 |     |      |     |      |     |     |

| Evening Routine         | Time                | Mon | Tues | Wed | Thur | Fri | Sat |
|-------------------------|---------------------|-----|------|-----|------|-----|-----|
| Brain Dump for next Day | 7.00 PM/<br>9.30 PM |     |      |     |      |     |     |
| Phone off               | 10 PM               |     |      |     |      |     |     |
| Gratitude Journal       | 9.40 PM             |     |      |     |      |     |     |

# Chunk-the-Day Template

Week # ..... Dates: .....

| Weekly | Mon | Tues | Wed | Thur | Fri | Sat |
|--------|-----|------|-----|------|-----|-----|
| 5AM    |     |      |     |      |     |     |
| 6AM    |     |      |     |      |     |     |
| 7AM    |     |      |     |      |     |     |
| 8AM    |     |      |     |      |     |     |
| 9AM    |     |      |     |      |     |     |
| 10 AM  |     |      |     |      |     |     |
| 11 AM  |     |      |     |      |     |     |
| 12 PM  |     |      |     |      |     |     |
| 1 PM   |     |      |     |      |     |     |
| 2 PM   |     |      |     |      |     |     |
| 3 PM   |     |      |     |      |     |     |
| 4PM    |     |      |     |      |     |     |
| 5 PM   |     |      |     |      |     |     |
| 6PM    |     |      |     |      |     |     |
| 7 PM   |     |      |     |      |     |     |
| 8 PM   |     |      |     |      |     |     |
| 9 PM   |     |      |     |      |     |     |
| 10 PM  |     |      |     |      |     |     |





01 What are the three things you are grateful for today?

02 Say/Write a thank you note to someone

03 What would make today great?

**TEMPLATE**

**KEEP A DAILY GRATITUDE JOURNAL.**



# 30 Journal Prompts

What makes you feel powerful?

2. What makes you feel calm?

3. Make a list of 30 things that make you smile.

4. How do you encourage yourself when you're trying something new?

5. Write about the first time you stepped foot in another country

6. How do you shift your mindset if it isn't working for you?

7. How do you recharge?

8. What would you do if you loved yourself unconditionally? How can you act on these things whether you do or don't?

9. Using 10 words, describe yourself.

10. What helps you slow down and feel more present?

11. What can you do today that you didn't think you could do a year ago?

12. What's a goal you want to accomplish and why?

13. How do you put yourself first without feeling guilty?

14. Let your mind run free and have some fun writing your bucket list!

15. Make a list of the people in your life who genuinely believe in and support you. Explore why their support means so much to you.

16. How do you trust yourself to make big decisions?

17. How do you set boundaries and avoid absorbing someone else's emotions and stress?

18. How do you savor the time you get alone?

19. Make a list of the people in your life who genuinely support you, and who you can genuinely trust.

20. How do you share your feelings with the people who care about you?

21. Write a list of questions to which you urgently need answers

22. How do you advocate for yourself?

23. The two moments I'll never forget in my life are... Describe them in great detail, and what makes them so unforgettable.

24. How do you ask for help or support when you need it?

25. How do you practice self-love and self-kindness?

26. How do you calm your nerves in a difficult situation?

27. Reflect on what you were doing this time last year

28. How do you embrace your authentic self, even if it looks different from what others expect?

29. How do you set and protect your boundaries?

30. What new opportunities have come out of challenges you've faced?

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ALL WE  
HAVE  
IS NOW





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