

# Daily Manifest

Date:

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## Daily Priorities

Give direction to your daily tasks - Write down what you want to achieve during the day and why it is important to you. Think long term - How are these things going to help you in 1 month, 6 months or 1 year? *If they don't, chances are, they're not that important.*

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## To-Do List

Less important things to get done during the day. These might not be that strategic long term, but need to be done nevertheless.

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## Notes

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