

Personal Weekly Review

An individual review to optimize weekly productivity and wellness.

Keep Doing

- Daily morning runs
- Deep work blocks without Slack open

Less Of

- Context switching between multiple parallel tasks
- Unscheduled social media browsing

More Of

- Taking physical notebook notes during planning
- Reaching out to mentors for feedback

Stop Doing

- Checking email first thing in the morning before writing code
- Working past 7:00 PM on non-critical tasks

Start Doing

- Morning calendar planning block
- Reviewing weekly goals every Sunday