



7 DAY RESET

Sweep the entire room (7 min) | Edit the obvious things (7 min) | Tackle the single biggest pain point in that space (15 min)

<i>Sunday: Reset</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
Supplies <ul style="list-style-type: none">• Donation + Trash Bags• Podcast or Music• Timer	Space <hr/>	Space <hr/>	Space <hr/>	Space <hr/>	Space <hr/>	Space <hr/>
Time <ul style="list-style-type: none">• 30 min	Start Time <hr/>	Start Time <hr/>	Start Time <hr/>	Start Time <hr/>	Start Time <hr/>	Start Time <hr/>
Process <ul style="list-style-type: none">• Complete the top portion for the entire week on Sunday• Complete the bottom portion as you organize• See the NEAT Journal for a full description	Pain Point <hr/> <hr/>	Pain Point <hr/> <hr/>	Pain Point <hr/> <hr/>	Pain Point <hr/> <hr/>	Pain Point <hr/> <hr/>	Pain Point <hr/> <hr/>
Reflection <ol style="list-style-type: none">1. Missing something? Time to restock.2. Have a surplus? Stop purchasing.3. Need boundaries? Order organizational products.	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle	<input type="checkbox"/> Sweep <input type="checkbox"/> Edit <input type="checkbox"/> Tackle
	Reflection <hr/> <hr/> <hr/> <hr/>	Reflection <hr/> <hr/> <hr/> <hr/>	Reflection <hr/> <hr/> <hr/> <hr/>	Reflection <hr/> <hr/> <hr/> <hr/>	Reflection <hr/> <hr/> <hr/> <hr/>	Reflection <hr/> <hr/> <hr/> <hr/>

Please recycle when finished.