



NAWA TOOLS

One Day, One Goal

Planner

A daily practice for the woman who carries too
much and is ready to move forward — one clear
day at a time.

READ ONCE. USE EVERY DAY.

How This Works

BEFORE ANYTHING GOES ON TODAY'S PAGE, ASK

Does this serve *today's ONE goal* — or does it just feel urgent right now?

TODAY

The Daily Page

- One main goal
- Set before the day starts
- Max 3 tasks — all build the goal

EVERYTHING ELSE

The Parking Lot

- Every stray task lands here
- Captured the second it appears
- Reviewed nightly — not worked from

Three Rules

- ① **One goal, not a theme.** If you can't check it off by tonight, it's too big — break it down.
- ② **Three tasks, set before the day starts.** Not added live — that's when the page floods.
- ③ **Every stray task gets relocated, not suppressed.** Straight to the Parking Lot. It stops nagging without taking a slot.

The Two-Minute Ritual — Night Before

1. Scan the Parking Lot (don't work from it)
2. Pick ONE — nearest deadline, or worst cost if ignored
3. That becomes tomorrow's Main Goal
4. Fill max 3 slots — only tasks that build it

The Parking Lot

Dump everything here the moment it crosses your mind. Nothing gets worked from this page directly — it only feeds tomorrow's ONE goal.

WORK / BUSINESS

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PERSONAL / FAMILY / ADMIN

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Day 1

Date _____

TODAY'S ONE GOAL

1

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SCHEDULE

6am
7am
8am
9am
10am
11am
12pm
1pm
2pm
3pm
4pm
5pm
6pm
7pm
8pm
9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 2

Date _____

TODAY'S ONE GOAL

1

2

3

SCHEDULE

6am
7am
8am
9am
10am
11am
12pm
1pm
2pm
3pm
4pm
5pm
6pm
7pm
8pm
9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 3

Date _____

TODAY'S ONE GOAL

1

2

3

SCHEDULE

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 4

Date _____

TODAY'S ONE GOAL

1

2

3

SCHEDULE

Time	Activity
6am	
7am	
8am	
9am	
10am	
11am	
12pm	
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2pm	
3pm	
4pm	
5pm	
6pm	
7pm	
8pm	
9pm	

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 5

Date _____

TODAY'S ONE GOAL

1

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SCHEDULE

6am	
7am	
8am	
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7pm	
8pm	
9pm	

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 6

Date _____

TODAY'S ONE GOAL

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SCHEDULE

6am	
7am	
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6pm	
7pm	
8pm	
9pm	

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

1

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3

SCHEDULE

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

1

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SCHEDULE

6am

7am

8am

9am

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11am

12pm

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2pm

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4pm

5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

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SCHEDULE

6am

7am

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12pm

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4pm

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6pm

7pm

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9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

1

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SCHEDULE

6am

7am

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4pm

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9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

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SCHEDULE

6am

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8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 12

Date _____

TODAY'S ONE GOAL

1

2

3

SCHEDULE

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

1

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SCHEDULE

6am

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4pm

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6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

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☐ Today's goal achieved

TODAY'S ONE GOAL

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SCHEDULE

6am

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5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 15

Date _____

TODAY'S ONE GOAL

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2

3

SCHEDULE

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 16

Date _____

TODAY'S ONE GOAL

1

2

3

SCHEDULE

Time	Activity
6am	
7am	
8am	
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10am	
11am	
12pm	
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CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

TODAY'S ONE GOAL

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SCHEDULE

6am

7am

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9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

☐ Today's goal achieved

Day 18

Date _____

TODAY'S ONE GOAL

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SCHEDULE

6am

7am

8am

9am

10am

11am

12pm

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5pm

6pm

7pm

8pm

9pm

CAUGHT TODAY → PARKING LOT

I'M EXCITED ABOUT

TONIGHT: PICK TOMORROW'S ONE

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Day 19

Date _____

TODAY'S ONE GOAL

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SCHEDULE

6am

7am

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11am

12pm

1pm

2pm

3pm

4pm

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