HOUR LIFE 7-DAY RESET

Focus Reset

Normal - 25 minutes/day - Low time
Protect attention and finish one meaningful block each day

Do one focused rep daily and write a two-sentence reflection.

Use the first open 10-minute window. Do not wait for a perfect block.

Checklist

- [ ] **Day 1 - 25 min** Choose one task that would make today feel successful.
- [ ] **Day 2 - 25 min** Block 25 minutes with phone out of reach.
- [ ] **Day 3 - 25 min** Write the next physical action before you start.
- [ ] **Day 4 - 25 min** Delete or defer one low-value commitment.
- [ ] **Day 5 - 25 min** Do one focused sprint before opening feeds or inboxes.
- [ ] **Day 6 - 25 min** Review where your attention leaked and redesign one trigger.
- [ ] **Day 7 - 25 min** Repeat the best focus block from the week.

Plan Notes

Day 1 reflection: What made starting easier or harder than you expected?

Day 2 reflection: When in the day did it fit best?

Day 3 reflection: What got in the way, and was it the plan or the day?

Day 4 reflection: What would make tomorrow's version 20% easier?

Day 5 reflection: What has changed since day one, even a little?

Day 6 reflection: What did this week show you about your default behavior?

Day 7 reflection: Is this worth a second week, as it is or changed?

Anchor Book

Deep Work by Cal Newport

1. The ability to focus without distraction is no longer a nice-to-have; it is the central skill for producing work that cannot be copied quickly.

2. Busyness is often a disguise for shallow work. The scoreboard that matters is hours spent in high-intensity concentration.

3. Every quick check of a message leaves residue behind. The cost is not the minute you lost, but the clarity that fails to return.