

Daily Habits Tracker

Habit Tracking for Success

Where do you want to be in five or ten years? What does your happiest life look like?

As John C. Maxwell said, "The secret of your success is found in your daily routine." With that being said, what habits can you implement into your life that will lead to the life of your dreams?

Studies have shown that creating routines that become habits is the best way to change your life. **One of the best ways to develop new habits is habit tracking.**

A habit tracker is a simple way to measure if you did a habit each day or week. It gives you a way to visualize progress, feel motivated, and show up the next day.

Still on the fence about if you should start habit tracking? Here are 5 reasons why you should start.

Why you should start habit tracking:

1. **Daily reminder to take action.** Studies have shown that people who keep track of their progress are more likely to succeed than those who do not. This includes people trying to quit smoking, lose weight, and lower blood pressure.
 - Tracking your habits on a daily basis is a simple way to remind yourself of the action you need to take in order to reach your goals.
2. **Motivation to continue.** Seeing progress is the best motivation. With every small win, habit tracking can create growing motivation to continue towards your goals!
3. **Gratification from achieving your goals.** Every time you mark a habit as complete, you get a sense of accomplishment! This feeling of accomplishment will give you more motivation to continue the next day.
4. **More likely to reach your goals.** Breaking down your big goals into small habits that you track will help you feel more confident and in control. You'll be more likely to reach your goals with a habit tracker holding you accountable every day!

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5. **See your progress.** Months down the line, you can see how far you have come from where you started. Spend time one a month or every few months to look at previous months and appreciate how far you've come.

Tracking your habits and goals will have a compound effect on your happiness. Are you ready to start?

Get started tracking your habits:

1. **Write down your goals.** To define what's important to you, journal about the life you envision. What does your happiest life look like?
2. **Create habits that will help you achieve the life you envision.** What goals are most important to you? What habits can you develop that will help you achieve those goals?
3. **Add those habits to a habit tracker.** Next, add the habits you want to track to your habit tracker.
4. **Every time you complete a habit, mark your habit tracker.** Try to make it a goal to record each measurement after you complete the habit. This will help you use your habit tracker regularly and celebrate each habit as you complete it!

Tracking habits will help you feel in control of your life.

As you look back on your weeks and months, you'll see what you accomplished (and did not accomplish). It can help you see progress, and also where you can improve!

As you track your habits, you might also notice different patterns. For example, maybe you notice that the days you exercise you feel like you have more energy.

Remember that developing a habit takes time! Don't feel discouraged if you forget to do something one day. Instead, make a commitment to complete it the next day. Also, don't try to incorporate multiple new habits at the same time. This could lead to overwhelm. Implementing one new habit per month successfully is far more beneficial than taking on too much and never onboarding the habits at all. Consider that forming a habit can take months and keeping a habit tracker can help motivate you as you keep track of your daily progress.

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How to Use Your Success Tracker:

Use this tracker to monitor your daily habits and progress towards your personal and professional development goals. Consistency is key to building a successful mindset and achieving long-term results. Track your habits weekly and reflect on your progress.

Examples & How to Incorporate Each Habit Successfully

1. **Morning Mindset Routine** – Example: Start the day with deep breathing, positive affirmations, or meditation. Incorporate by setting a dedicated 10-minute time slot every morning.
2. **Gratitude Practice** – Example: Write down three things you're grateful for daily. Incorporate by adding it to your morning or evening routine.
3. **Visualization & Affirmations** – Example: Spend five minutes visualizing your goals and repeating affirmations. Incorporate by linking it to another habit like brushing your teeth.
4. **Focus & Clarity Exercise** – Example: Plan your top three priorities for the day. Incorporate by doing it first thing in the morning.
5. **Priority Task Completion** – Example: Identify and complete one major task each day. Incorporate by scheduling it in your planner.
6. **Journaling / Reflection** – Example: Write a short reflection on your progress and feelings. Incorporate by setting a timer for 5-10 minutes each night.
7. **Exercise / Movement** – Example: Walk for 30 minutes or do a quick workout. Incorporate by scheduling it at the same time each day.
8. **Reading / Learning** – Example: Read 10 pages of a book or listen to a podcast. Incorporate by setting a specific time (e.g., before bed or during lunch break).
9. **Digital Detox / No Distractions** – Example: Avoid screens for an hour before bed. Incorporate by using app blockers or setting a reminder.
10. **Evening Wind-Down Routine** – Example: Dim lights, listen to calming music, or stretch. Incorporate by creating a structured routine before sleep.

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Habit	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Morning Mindset Routine	■	■	■	■	■	■	■
Gratitude Practice	■	■	■	■	■	■	■
Visualization & Affirmations	■	■	■	■	■	■	■
Focus & Clarity Exercise	■	■	■	■	■	■	■
Priority Task Completion	■	■	■	■	■	■	■
Journaling / Reflection	■	■	■	■	■	■	■
Exercise / Movement	■	■	■	■	■	■	■
Reading / Learning	■	■	■	■	■	■	■
Digital Detox / No Distractions	■	■	■	■	■	■	■
Evening Wind-Down Routine	■	■	■	■	■	■	■

Weekly Reflection

Biggest Win of the Week:

Challenges Faced & How You Overcame Them:

What Needs Improvement?

One Thing to Focus on Next Week:
