

1

## LIST TASKS

Each morning, make a list of tasks to do. Add names of people to serve.

2

## PRAY

Pray for guidance. Review your list of tasks. Listen. Commit to do your best.

3

## SET PRIORITIES

On your list of tasks, put a 1 by the most important, a 2 by the next most important, and so on.

4

## SET GOALS, ACT

Listen to the Spirit. Set goals. Work hard. Start with the most important task and work down the list.

5

## REPORT

Each night, report to Heavenly Father in prayer. Ask questions. Listen. Repent. Feel His love.