



2027 at a Glance

Birthdays, trips, renewals and big jobs first. Then the year has a shape.

January

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

● Federal holiday, observed date (OPM) ○ Clock change: Mar 14 spring forward, Nov 7 fall back (NIST)

ADD FIRST: birthdays • anniversaries • school breaks • trips • renewals • taxes • the holiday gift list



Monthly Reset Plan

One reset day a month, one focus, a few tasks. Write the dates in now.

MY RESET DAY: e.g. the first Saturday of the month _____

MONTH	RESET DATE	ONE FOCUS	TASKS
January			☐ ☐ ☐
February			☐ ☐ ☐
March			☐ ☐ ☐
April			☐ ☐ ☐
May			☐ ☐ ☐
June			☐ ☐ ☐
July			☐ ☐ ☐
August			☐ ☐ ☐
September			☐ ☐ ☐
October			☐ ☐ ☐
November			☐ ☐ ☐
December			☐ ☐ ☐

FOCUS IDEAS

- Freezer inventory
- Medicine cabinet clean-out
- Pantry reset
- Paperwork hour, plus files
- Linen closet, mend pile
- Junk drawer and chargers
- Closet swap for the season
- Holiday gift list and wrap kit

MY WEEKLY PLANNING DATE

IF IT IS _____

THEN I PLAN THE WEEK AT _____

15 minutes: look back, empty the capture spot, check the month, write next week's top three.

Twelve small resets beat one giant January purge.



This Week

Three things that would make it a good week. Not twelve.

WEEK OF _____

RESET DAY THIS MONTH _____

TOP THREE

1. _____
2. _____
3. _____

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

SUNDAY

IF / THEN

IF IT IS _____
THEN I _____
IF IT IS _____
THEN I _____

CAPTURE: EMPTY IT WHEN YOU PLAN

MOVES TO NEXT WEEK

- ☐ _____
- ☐ _____
- ☐ _____

Missed a week? Leave it blank and pick up with this one. No restarts.