

Your Perfect Monday

Accompanying worksheet to 'Growing your Business without Burnout- Your Work, Your Way'

In the video, we explored how easy it is to drift into overworking, even when we started our business for freedom, flexibility, and choice. We covered the importance of designing your work intentionally, working with your energy (not against it), and remembering that your worth is not defined by your output.

Now it is time to set an intention for how you actually want to work. Start by designing your ideal Monday (or any weekday that makes sense for you). Then zoom out and map your ideal week. This is not about perfection. It is about intention.

1. Your Ideal Work Day (Perfect Monday)

How would you design your workday if it truly worked for you?

Fill in your ideal rhythm below with an eye on:

- When do I do my best, most focused work?
- When do I need breaks, space, or movement?
- When do I want to start and finish my day?
- How much am I working on vs. working in the business?

Time	What am I doing?
6:00	
7:00	
8:00	
9:00	
10:00	
11:00	
12:00	
13:00	
14:00	
15:00	
16:00	
17:00	
18:00	
19:00	
20:00	
21:00	
22:00	

Feel free to duplicate this exercise for different days, they don't all have to look the same!

2. Your Ideal Week

Zoom out. How does your week support your energy, focus, and life?

Prompts to consider:

- Which days are for deep work, meetings, or admin?
- When am I client or supplier facing?
- Where do I build in rest, recovery, and life outside work?
- What boundaries do I want around evenings and weekends?

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Before 9am							
9am to 12pm							
12pm to 1pm							
1pm to 5pm							
After 5pm							

3. Make It Work for You

What is one change I can make this week to move closer to this way of working?

Closing Thought

This is your business. You do not have to fall into default ways of working. You get to design something that works for you. Come back to this regularly. Review it, refine it, and adjust it as your business grows. Because building a successful business does not have to mean burning out. It can mean working your way.