

How Tonight Ends

Build a short closing routine for your day so the night has a shape.

WHEN TO USE THIS

Use this in the evening, an hour or so before you want to be in bed.

What time do you want to be in bed tonight? Working back, when does winding down start?

List three or four things that close the day out. Keep each one short.

Lock the door, set out clothes, lights down, teeth.

1.

2.

3.

4.

What usually pulls you off course after that time?

What will you do about that one thing tonight?

Where it goes, when it goes off, who you tell.

The end of the day is worth as much planning as the start of it.