

# Work session tracker

Date:

## Top 3 priorities:

1.

2.

3.

## Distractions:

## Goals:

## Work Sessions

Title:

work time: \_\_ : \_\_



Title:

work time: \_\_ : \_\_



Title:

work time: \_\_ : \_\_



Title:

work time: \_\_ : \_\_



Tip: Use the tracker to write down thoughts or distractions while you focus on your work/study. Using the Pomodoro technique with 25-min work, 5-min break sessions, this sums up to an 8 hour work day