



TARA MOLINA
— REAL ESTATE GROUP —

A POSITIVE REAL ESTATE
EXPERIENCE

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Workbook: Daily Success Routine

A strong routine is the backbone of a successful real estate business. Consistency and focus on high-impact activities can lead to significant growth. This workbook will help you design a daily success routine tailored to your goals.

Step 1: Setting a Morning Mindset

1) Morning Affirmations: Write down 2-3 affirmations to start your day with positivity. Example: "I am capable of achieving my goals today."

- How do these affirmations align with your long-term vision?

2) Gratitude Practice: List three things you are grateful for each morning.

- How can focusing on gratitude set a positive tone for your day?

3) Daily Priorities: Identify your top three priorities for the day. Example: "Follow up with five leads, update my CRM, and schedule social media posts."

- What tasks will have the most impact on your business today?

Step 2: Structuring Your Workday

1) Time Blocking: Allocate specific time blocks for essential activities:

- Prospecting: _____
- Client Follow-Ups: _____
- Marketing Activities: _____

2) Breaks and Downtime: Schedule short breaks to recharge and maintain focus.

- How do you currently structure your breaks? Are they effective?

3) Tracking Productivity: Keep a journal of how you spend your time each day.

- What adjustments can you make to improve your productivity?

Step 3: Evening Reflection

1) **Daily Reflection:** Review your day and answer these questions:

- What went well today?
- What challenges did you face, and how can you overcome them tomorrow?

2) **Planning Ahead:** Write down your priorities and goals for the next day.

- How does planning the night before set you up for success?

Action Plan:

1. Create a printable daily schedule template.
2. Follow your new routine consistently for 30 days.
3. Adjust your routine based on what's most effective.
4. Share your routine with a colleague or mentor for accountability.
5. Celebrate weekly wins to maintain motivation.

Let's Make Your Next Move a *Positive* One!

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