

Sample Writing Success Log

DATE	CHALLENGE	SOLUTION (ACTION TAKEN)	RESULTS	INTENTIONS FOR THE FUTURE
11/3	Needed to meet three deadlines by end of day; not enough time in “work day”	Woke up at 5 a.m. and wrote until the baby woke up at 7 a.m.; wrote again from 7 p.m. to 11 p.m.	Got it all done. Found I was more effective in the early morning; was pretty exhausted by evening	<ol style="list-style-type: none"> 1. Stagger big deadlines over multiple days 2. Add work hours by EITHER waking early or working late, but not both 3. Plot hours involved in meeting deadlines on my calendar so I can visually see how it will be possible to accomplish everything on my plate.
11/4	Losing time and momentum to online distractions	Quit e-mail and close Web browser; take a 15-minute online break every 3 hours	Honored the rules for the first three hours; then I cheated after that.	<ol style="list-style-type: none"> 1. Continue to practice established online rule 2. Take laptop to work somewhere without online access; see if that brings more focus 3. Pay attention to new distractions I create for myself once I limit online access; commit to working through those and returning to center as many times as it takes.
11/5	To attend a friend’s reading or stay home and write this book chapter, that is the question!	Went to the reading; made this my only outing of the week and committed to writing the book every other evening.	Had fun. Got inspired. Supported my friend. Was rejuvenated the next day when I sat down to write.	<ol style="list-style-type: none"> 1. Make sure there’s at least one meaningful literary infusion each week whether it’s live, online, or a book 2. Remember that productivity isn’t just about getting words down on the page, but keeping myself balanced with delight, rest, and inspiration along the way. 3. Always have a reward to look forward to at the end of an intensive writing week.