A REDEEMING PRODUCTIVITY GUIDE

# Morning Routine Planner

Simple steps for starting a God-honoring day.

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INTRODUCTION

# Why a Morning Routine Matters

How you start the morning determines the quality of the rest of your day.

If a builder tried to construct a house on top of a crooked foundation, his building would not come out level. It's the same with our days. Mornings are the foundation. And we can either set ourselves up for a successful day by establishing and performing a morning routine that prepares us to honor God, or we can prepare ourselves to fail by failing to plan. You need a morning routine.

> *The goal is not to keep perfect plans but to glorify God in our work, relationships, and lives.*

A good morning routine helps you get your heart right, your mind organized, and sets your day on a trajectory toward God-honoring productivity.

This guide will walk you through three steps to plan a morning routine that honors Christ. And at the end there's a printable planning sheet that you can use to put it all together.

1 *Duration* 2 *Elements* 3 *Build*

1

# Determine the Duration

The first thing you're going to want to do is figure out the math. But don't worry, this is fun math! This is math that leads to you having a more productive day.

> *Making the best use of the time, because the days are evil.*
>
> EPHESIANS 5:16

Don't skip this step. It may seem obvious, but most people's morning routines fail because they didn't count the cost before jumping in with both feet.

To figure out what activities we can put in our routine, we first need to get some baseline numbers. Go ahead and jot these down.

DO THE MATH

**Start Time (ST):** I need to start my day at _____

*This may be when you need to leave for work, for example. It's when your morning routine needs to end.*

**Sleep Hours (SH):** I need _____ hours of sleep to be at my best.

*Be honest. If you don't know this number, download a sleep tracking app and use it for a week.*

**Morning Routine Duration (MRD):** Ideally, my morning routine will be _____ hours long.

Put your numbers into these formulas to determine when you'll sleep:

Wake Time = _____ (ST) − _____ (MRD)

Bed Time = _____ (WT) − _____ (SH)

*Tip: Count backwards on a clock to calculate these (e.g. 6am wake up − 7 hours of sleep = 11pm bedtime).*

Now add these times to the Schedule sheet at the end of this packet. If you've been over-ambitious, start with a shorter routine. Okay, you've got the time carved out. Now let's fill in your routine!

2

# Choose the Elements

Now that we know how long we want our morning routine to be, and how we are going to ensure that time is carved out for it each day, let's choose what we want to do in our morning routine.

> *Commit your work to the LORD, and your plans will be established.*
>
> PROVERBS 16:3

**A good morning routine helps you get your heart right and your mind organized**; it sets your day on a trajectory toward productivity that honors Christ. Every morning routine will look a little different. But **as a general guideline, a Christian's morning routine should follow this pattern: Orient, organize, obey.**

*Orient* | *Organize* | *Obey*

## *Orient*

By orient, I mean orient your mind and heart. You need to orient your heart toward God through time in His Word and prayer, and you need to orient your mind toward the day through being ready for what the day has to offer.

Sadly, **most of us reach for our phones within minutes of waking up**. That's orienting your heart toward the things of the world. You're about to spend the whole day in the world; you really need to begin by seeking the things which are above. This happens through Bible study and prayer.

Even if it's short and sweet, start the day with a passage from the Word of God or a good devotional, and pray!

**Literally putting your first priority chronologically first sets a powerful precedent for the rest of your day.**

Depending on how long your morning routine is, you might consider implementing some of these other activities during the orient phase of your routine. These help you orient not just your heart, but your mind and body as well.

- Exercise
- Journaling
- Reading a book

So, let's plan out our morning on the schedule sheet. **Start plugging your orient activities into your morning routine.**

| | |
|---|---|
| 05 AM | **Wake up — prayer and Bible study** |
| | **Exercise 30 min** |
| 06 AM | |
| 07 AM | Leave for work |

Now, let's move on to the second phase of a morning routine that honors Christ.

## *Organize*

Organize means looking ahead at the tasks you need to accomplish, the people you need to meet with, and generally just considering what your plan for the day is. This includes activities like reviewing your calendar, planner, and to-do list.

But organize begins with first organizing yourself—by which I mean getting ready. Eat your breakfast, shower, brush your teeth, do your make-up. Just get ready to go out the door. **Schedule these into your routine.**

Now that you're in "go mode," it's time to take a look at the day ahead. For me, that means checking my work calendar for meetings and looking over outstanding tasks I have on my to-do list.

I take this time to decide the three most important tasks of the day, and come up with a plan for the day.

| | |
|---|---|
| 05 AM | Wake up — prayer and Bible study |
| | Exercise 30 min |
| 06 AM | **Shower & get ready** |
| | **Review calendar and tasks** |
| 07 AM | Leave for work |

At this point, I'll usually say a brief prayer over my plans in the spirit of Proverbs 16:3, "Commit your work to the LORD, and your plans will be established."

## *Obey*

By obey, I mean just get going. Your heart and mind are oriented, you have organized a plan for the day, now go serve the Lord with vigor! Whatever the day brings, do it with all your might (Ecclesiastes 9:10).

> *The plans of the diligent lead surely to abundance, but everyone who is hasty comes only to poverty.*
>
> PROVERBS 21:5

Try to execute the plan you made, remembering to do it all with a Godward orientation and a desire to serve others. Be ready for unexpected emergencies to blow up your plans. It happens. But remember that the goal is not to keep perfect plans but to glorify God in our work, relationships, and lives.

3

# Putting It All Together

Okay, now we've decided what we want to do for our morning routine and we've mapped it to our day. We can plan the rest of our day around that.

Feel free to use the attached day-planning sheet as a way to record what you do during the phases of your morning routine and as a tool to time-block your tasks.

> *A good day plan consists of tasks aligned with priorities mapped to time.*

And don't be afraid to try different versions of your morning routine. It's something that you are constantly improving. If something doesn't work, drop it.

KEEP GOING

Get more done for the glory of God.

Essays, podcasts, and resources on a biblical approach to productivity at redeemingproductivity.com

# *Morning Devotion*

DATE _____

BIBLE READING

PERSONAL REFLECTION & APPLICATION

PRAYER POINTS FOR TODAY

1

2

3

## *Plan for the Day*

ESSENTIAL TO-DO LIST

1

2

3

ALSO TODAY

# Schedule

DATE _____

| | |
|---|---|
| 04 AM | |
| 05 AM | |
| 06 AM | |
| 07 AM | |
| 08 AM | |
| 09 AM | |
| 10 AM | |
| 11 AM | |
| 12 PM | |
| 01 PM | |
| 02 PM | |
| 03 PM | |
| 04 PM | |
| 05 PM | |
| 06 PM | |
| 07 PM | |
| 08 PM | |
| 09 PM | |
| 10 PM | |