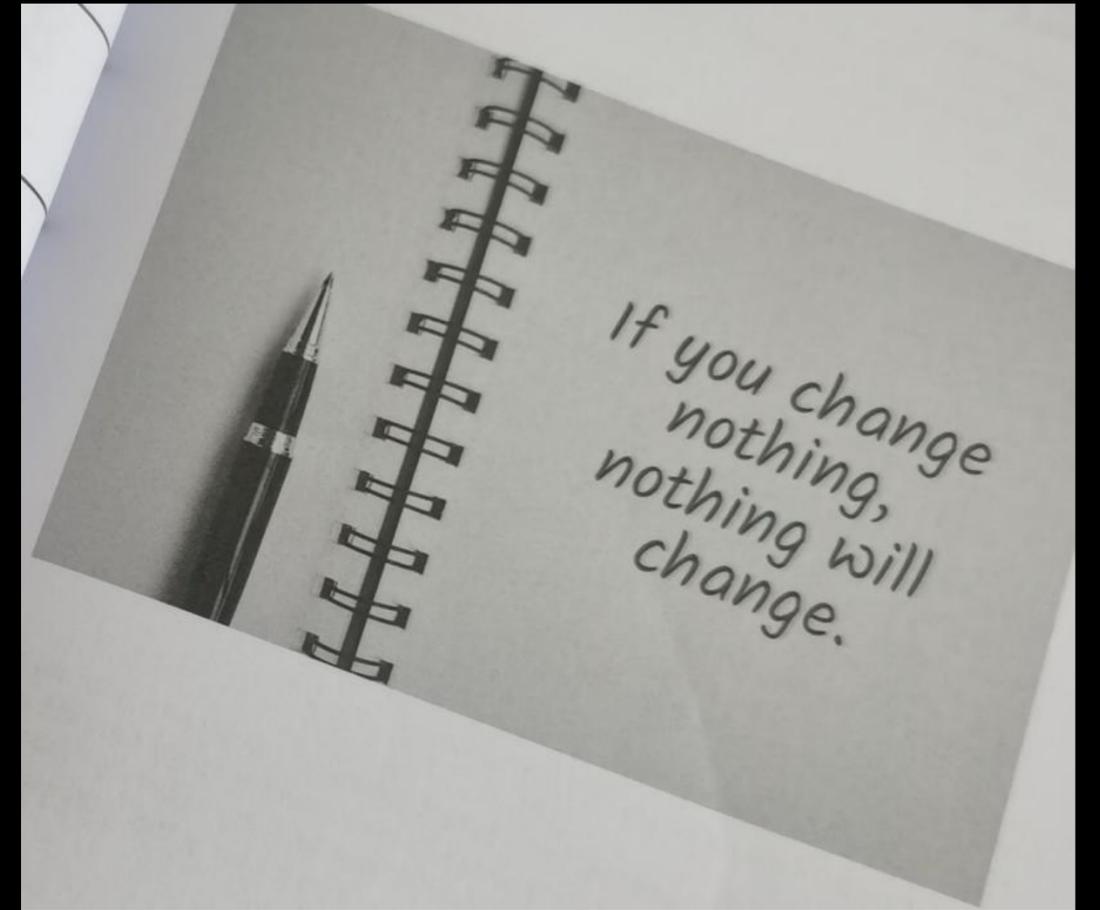


01

"The best way to predict your future is to create it"

Abraham Lincoln

W planner



02

WHAT DOES IT OFFER?

What do you get through the W Planner that will transform your life?

1. Shaping & Creating Personal Mission, Vision, and Values

5 year plan, is divided into years, then divided into months, then divided into weeks then divided into days.

2. Daily Planner Based on 5 Year Long Term Vision

5 year plan, is divided into years, then divided into months, then divided into weeks then divided into days.

3. Morning & Shutdown Rituals and Tracking Them

Build habits by creating rituals, and track them to celebrate small wins, and notice areas of need.

03

4. Weekly To Do List, Brain Dump, Gratitude Box, and End of Week Diary

Put your week in focus, and plan daily accordingly, tracking your Memorable Moments, and progress on each goal.

5. Incentives Attached to Goals, and Monitored Resolutions

What you desire is how you award yourself to celebrate your small wins, and create resolutions with a system of accountability.

6. End of Month and End of Year Reports

Reflections on your months is a very important step in evaluating your progress and the effectiveness of your planning. Adjust and go at these mile stones.

04 Mission, Values, Vision

W Planner will walk you through a group of questions and reflections that will help you draft your personal Mission, Value Statement, and Vision.



05 Morning & Shutdown Rituals

Create your habits and control your day by starting and ending your day right.

W PLANNER 4.0 MORNING RITUALS

MORNING RITUALS

Daily routines and habits are ingrained in us that we rarely think of them, or think to change them. Using this to your advantage means you engineer new rituals into your daily routines that will eventually become habits, and have a gradual influence on you. The easiest way to approach this is through developing morning rituals.

Examples of morning rituals: high protein breakfast, high-intensity workout, yoga, morning meditation, reading, diary writing, scheduling or planning tasks for the day, writing what you are grateful for, etc...

SHUTDOWN RITUALS

Just like morning rituals, it is important to have shut down rituals. At the end of the day, you want to terminate your working day, clear your mind, and spend some quality time before sleep. I recommend that you go over your W Planner for the day, upcoming day, and check on your weekly goals. This is a good time to write your daily focus for the next day or two, and review any upcoming appointments, and if you need to prep for them, add to the do list.

Examples of shutdown rituals would be: block distracting websites after a certain time, plan your activities for tomorrow, surrender your tech, watch something peaceful, write in your gratitude journal, reflect on your day, clean your desktop, place dishes in the dishwasher, planning next day meal, empty your inbox, play an instrument, or pray/meditate.

	RITUAL	DAYS		RITUAL	DAYS
1			1		
2			2		
3			3		
4			4		
5			5		

17

Now that your eyes are open, make the sun jealous with your burning passion to start the day. Make the sun jealous or stay in bed.

MALAK EL HALABI

06 Five Year Plan in Five Categories

Big goals can be achieved when divided into small steps. To achieve your dreams, translate them into tangible goals that you can plan.

How do you see your self financially in 5 years? How do you see your career 5 years from now?

How do you want to grow intellectually? What do you want to be an expert in? Can you make the goal tangible? For example, the number of hours needed to become an expert on a subject is 10,000 hours.

Your mental and emotional growth and balance are also important and should not be ignored. How about your relationships goal?

5 YEARS PLAN
IN FIVE YEARS, THIS IS HOW I SEE MYSELF:

CAREER & FINANCIAL GOAL:
TANGIBLE GOAL: _____

EDUCATIONAL & INTELLECTUAL GOAL:
TANGIBLE GOAL: _____

EMOTIONAL/MENTAL & RELATIONSHIP GOAL:
TANGIBLE GOAL: _____

18

HEALTH, FASHION, & IMAGE GOAL:
TANGIBLE GOAL: _____

NONPROFIT/ GIVING/ OTHER GOAL:
TANGIBLE GOAL: _____

19

LIFE BEGINS AT THE END OF YOUR COMFORT ZONE

How do you want to look 5 years from now? How do you want to be perceived? What kind of wardrobe you want to have?

We can not fulfill our humanity without having a "giving" aspect in our life. What non-profit or charity project you want to have in your life so you can make a difference and what do you want to achieve in 5 years through it?

Although this is a 5 year plan, you will be able to re-evaluate and rethink it every year, and adjust your 5 year plan going forward, so don't be afraid to take risks.

07 Five Year Plan Break Down Into Months

How do you eat an elephant? One bite at a time.

Now let's break down the 5 year goals, per category to 5 steps, one step per year.

Then we will break every Year's goal into 12 steps, one step per month. Remember that we are using the tangible version of the goal as a symbol to track progress, but it does not necessarily give the full picture. For example, if you were to create 1200 subscriptions for your business in a year, and divided them into 12 months, 100/month, then this does not take into account the learning curve, and that you will get better at it, and more efficient as you succeed more in it.

W PLANNER 4.0		5 YEAR GOALS BREAKDOWN									
5 YEAR GOALS BREAKDOWN		5 YEAR GOALS BREAKDOWN									
EMOTIONAL/MENTAL/RELATIONAL GOAL		HEALTH, FASHION, & IMAGE GOAL									
	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
G						G					
1						1					
2						2					
3						3					
4						4					
5						5					
6						6					
7						7					
8						8					
9						9					
10						10					
11						11					
12						12					

Sometimes it is hard to make health tangible, but you can use biometrics like weights, BMI, and blood metrics.

For fashion, you can create your own measurement to your goal.

This will be your reference when creating your monthly goals in the Monthly Calendar Page. If you fall short one month, you can try to catch up, or adjust your 5 year schedule.

You will have the opportunity every year, to start another 5 year plan, extending the existing one, a year more, so your vision will always be 5 years into the future.

07 W Planner Lists

By making a list of your small, individual, non-professional goals, you're making personal fulfillment a priority in your life. And just like at work, keeping a to-do list is a great way to stay accountable. Here's the thing: You actually need to get it down on paper.

Reading List

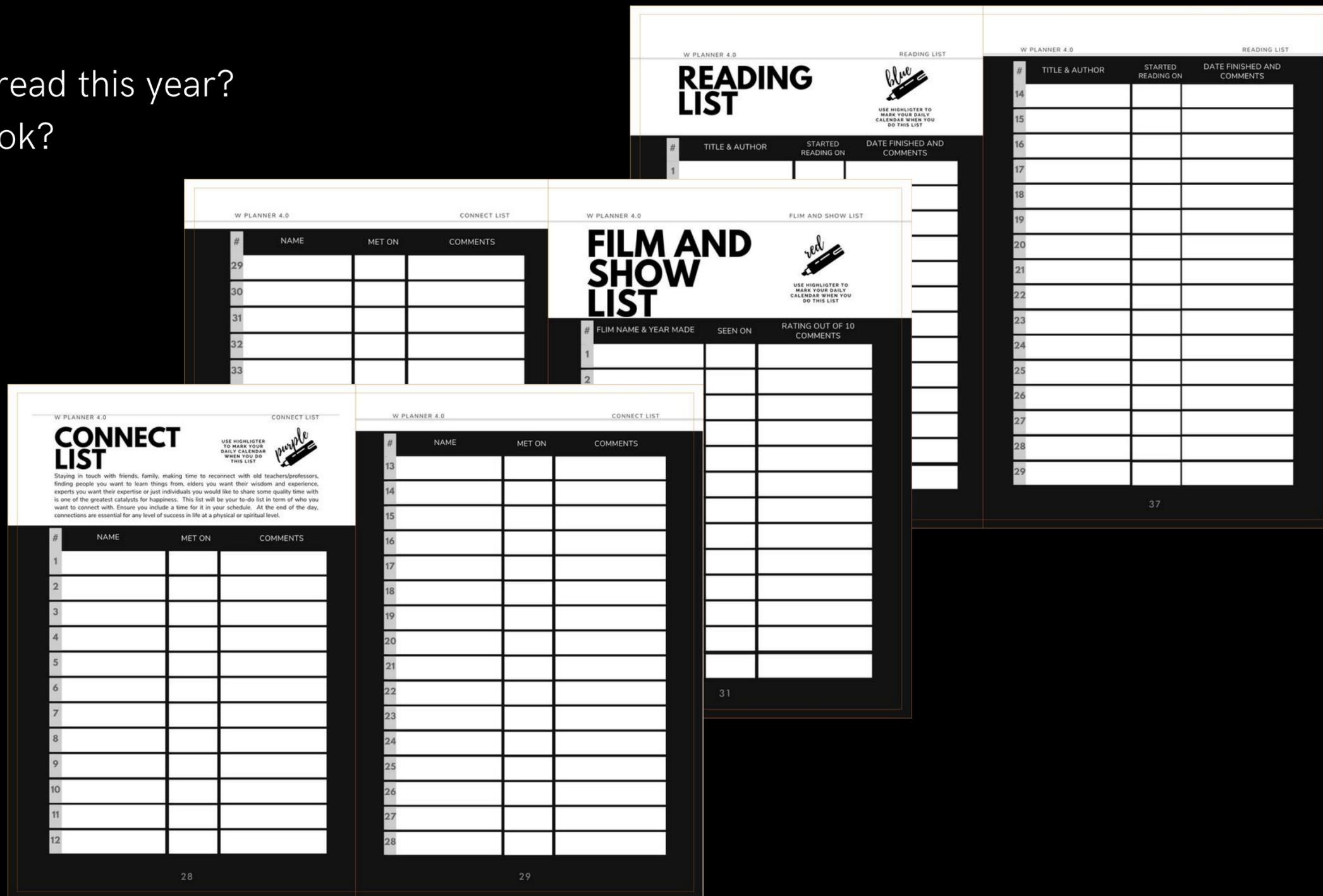
What books you want to read this year?
How do you rate each book?

Film & Show List

What shows have you been watching? What films you want to watch?

Connect List

Who do you want to connect with this year?



10 Monthly Learning & Weekly Start

Learning is a life long journey, and we always want to grow by learning something new every month. Start the week right with gratitude, brain dump, and prioritization.

From the Reading List, pick what are you reading or continue to read this month.

Need to fix your bicycle and want to do that yourself? The internet is full of resources! Use your resourcefulness to learn new skills and become handy in one more thing this month.

What else you want to learn this month? Maybe your grandmother's history, or continue to learn another language, or explore another country on the internet.

LEARNING THIS MONTH
Every month learn something new or be in the process of finishing long term learning.

READING

ART/MUSIC

SKILLS/HANDY

HISTORY/POLITICS

COOKING/HEALTH

OTHER

44

WEEKLY START W1

BRAIN DUMP **GRATITUDE BOX**

DONE	THIS WEEK'S PRIORITIES	MOVE
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>
<input type="checkbox"/>	_____	<input type="radio"/>

45

Brain Dump is where you empty ideas, concerns, or thoughts that you want to address later. You will decide whether to convert some of these thoughts into tasks or projects or not when you are planning your week.

Gratitude is a thankful appreciation for what you receive, whether tangible or intangible. Use this box to express your gratitude and it will help you feel more positive emotion, relish good experiences, improve your health, deal with adversity, and build strong relationships.

Start your week by planning your priorities for this week from your week's goals, brain dump, and lists. If you accomplish it, check the box. If you don't, either cancel it by scratching it, or move it to another's week's tasks and check the move circle.

11 Daily Planner

This is the most used aspect of the planner, and the view you will be seeing daily. This is your daily planner in a one week view, divided by active hours. One of the most unique aspects of the W Planner is that you track your 5 Years Goal on daily basis ... ensuring that you are on the path of your vision. This will make you aware of distractions, and refocuses your effort with your long term goals and mission statement.

How do you see your self financially in 5 years? How do you see your career 5 years from now?

How do you want to grow intellectually? What do you want to be an expert in? Can you make the goal tangible? For example, the number of hours needed to become an expert on a subject is 10,000 hours.

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How do you want to look 5 years from now? How do you want to be perceived? What kind of wardrobe you want to have?

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Although this is a 5 year plan, you will be able to re-evaluate and rethink it every year, and adjust your 5 year plan going forward, so don't be afraid to take risks.

12 Weekly Diary and End of Month Report

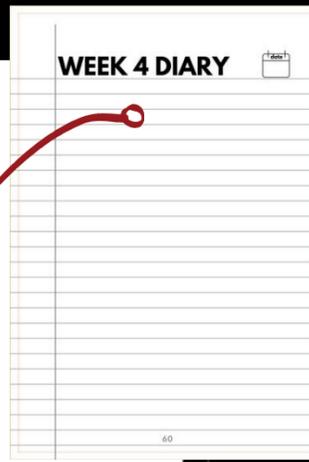
If you used color codes, you will find it easy to track down the estimated number of hour you spent on each category.

You will be able to reflect on each category, and set goals of investing more or less time on each of them to create balance and ensure that you are achieving your goals.

Happiness is enhanced when you maximize your happy moments and minimize your disappointments. These questions will help you achieve that.

W Planner highly recommends you select a mentor who has achieved a level of success in fields aligned to your goals. Meet them monthly, and let them check your plans, and give you advice.

Improve your writing, boost your memory, inspire creativity, and record your feelings, thoughts, and reflections in a weekly diary.



END OF MONTH REPORT

Record your monthly achievements. Celebrate your wins. These are the fruit of your efforts of this month.

Keep track of these metrics of your budget, weights, hours of sleep, and feelings, that will assess your month and point you to areas that need improvement.

CELEBRATE YOUR TOP ACHIEVEMENTS THIS MONTH

MONTH OF _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

HOURS OF SLEEP/DAY	BUDGET BALANCE	WEIGHT ACTUAL /PLANNED	FEELINGS OUT OF 10
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

MONTHLY REPORT

W

MONTH OF _____	DIFFERENCE FROM LAST MONTH	REASON/COMMENTS	GOAL FOR NEXT MONTH
# OF MORNING RITUALS DONE	<input type="text"/>	<input type="text"/>	<input type="text"/>
# OF SHUTDOWN RITUALS DONE	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS OF READING <i>blue</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS OF TV <i>purple</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS OF INCENTIVES <i>pink</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS OF CONNECTING <i>red</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS OF FINANCIAL OR CAREER GOALS <i>green</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS ON EDUCATIONAL OR INTELLECTUAL GOALS <i>blue</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS ON EMOTIONAL, MENTAL OR RELATIONAL GOALS <i>red</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS ON HEALTH OR BODY GOALS <i>orange</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
HOURS ON NONPROFIT OR OTHER GOALS <i>purple</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>

WHAT ARE THE HAPPIEST MOMENTS OF LAST MONTH AND HOW DO WE INCREASE THEM?

WHAT WERE SOME OF THE OBSTACLES OF LAST MONTH AND HOW CAN YOU OVERCOME THEM OR IMPROVE FOR NEXT MONTH?

MENTOR MEETING NOTES: PLACE OF MEETING: _____ DATE AND TIME OF MEETING: _____

MENTOR'S SIGNATURE AND DATE: _____

13 End of Year Report

The end of the year is an important milestone of your life journey. Reflection on your year is a very important process in continuous improvement in life. W Planner will help you and walk you through that.

Go over all your monthly achievements and select the top 5 achievements of the year.

END OF YEAR

SUCCESSES

MY MAJOR ACCOMPLISHMENTS OF THIS YEAR

1.
2.
3.
4.
5.

What are the results with in each Goal that you achieved this year?

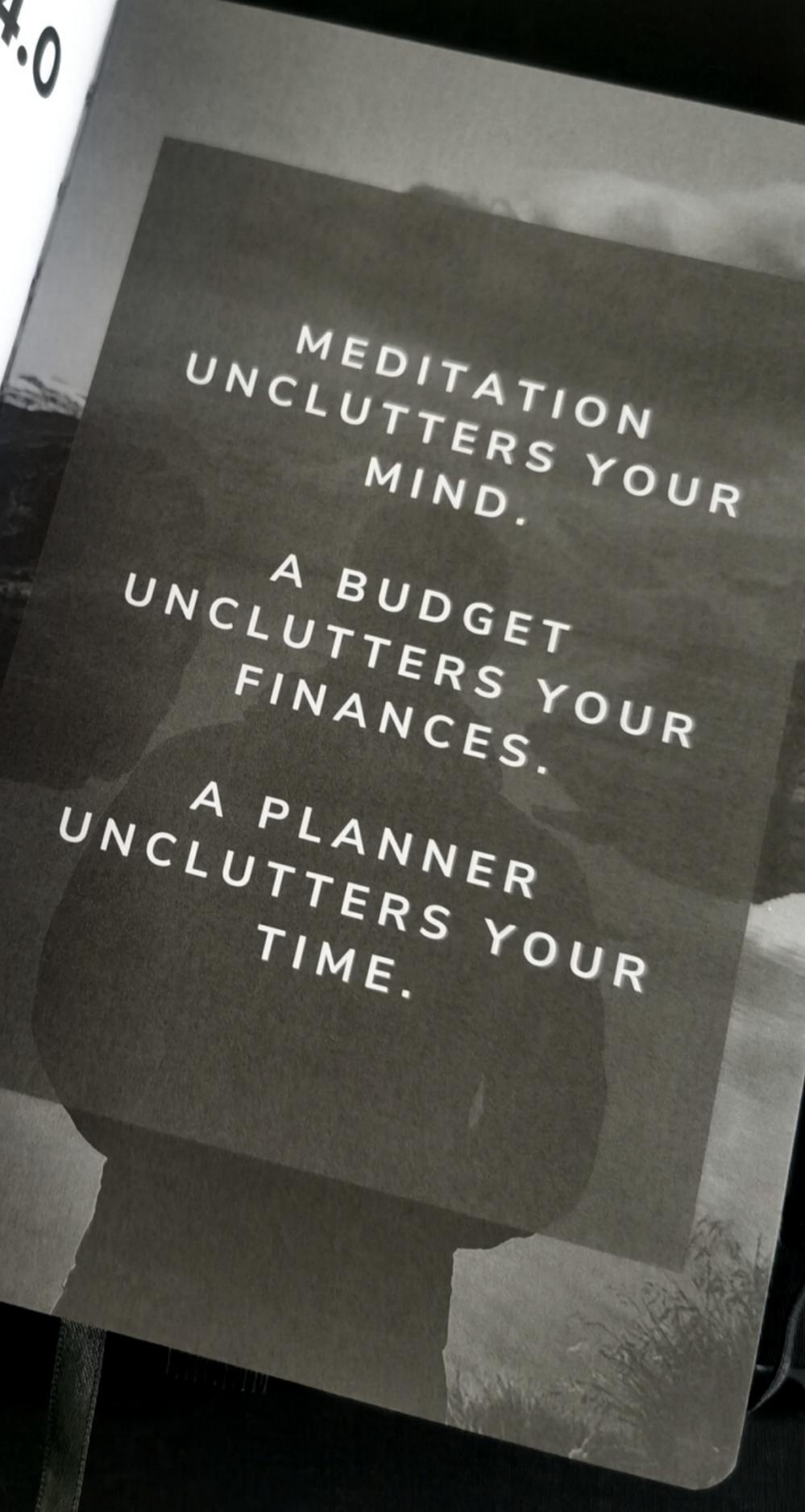
What are the challenges that faced you? What adjustments do you need to make going forward?

RESULTS OWN:			GOALS RESULTS BREAKDOWN:		
FINANCIAL GOAL			EDUCATIONAL & INTELLECTUAL GOAL		
RESULTS	DATE	EVENT	RESULTS	DATE	EVENT
SHORTCOMINGS			SHORTCOMINGS		
ADJUSTMENTS	NEW GOAL FOR NEXT YEAR		ADJUSTMENTS	NEW GOAL FOR NEXT YEAR	

Did you achieve the goal you set for your self for this year within this category?

What is the time line for events important in that goal?

What is the adjusted new goal for next year within that category?



WHY SHOULD YOU HAVE A PLANNER?

15

Reason 1

To achieve a group of ambitious goals, the W Planner is a robust and unique system that follows up with your long term goals on daily basis so you never lose track of your mission and vision.

Reason 2

Paper planners, diaries, and journals have been shown to improve mental health and declutter the mind, reduce stress, improving productivity, efficiency, and effectiveness in executing goals.

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W PLANNER
5 YEAR PLAN + YEAR 1
(FIRST EDITION)

WISSAM CHARAFEDDINE

W Planner 1.0

2017

W
PLANNER

3RD EDITION

W Planner 3.0

2019

W
planner

by Wissam Charafeddine

W Planner 4.0

Premium

2020

Progress

We will continue to grow year after year, incorporating modern research and user's feedback.

17 Why is The W Planner Awesome?

- Undated (customizable to any start date)
- One Full Year of Daily Planning (one of the best investments for the year)
- Five Year Planner (long term planning)
- Track 5 Year Goals yearly, monthly, weekly, and daily.
- Includes Monthly Budgets and Weekly Expenditures
- Includes Weekly Diary
- Includes Useful Lists, Resolutions, and integrates Mentorship

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CONTACT US



*This is my gift
to everyone
who wants to
achieve more
in life.
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