POMODORO TECHNIQUE FOCUS SESSION INTERVAL LOG

25-MINUTE DEEP WORK INTERVALS, 5-MINUTE REST & COGNITIVE STAMINA

DATE: _____/_____/20____ **PLANNED POMODOROS: _____** **TARGET HOURS: _____ hrs** **ENERGY: [High][Med][Low]**

PRIMARY PROJECT FOCUS: _____ | SET RATIO: 4 Pomos = 1 Long Break (15-30m)

PLANNED INTERVALS	COMPLETED SPRINTS	UNPLANNED DISTRACTIONS	TOTAL DEEP WORK TIME
_____ / _____	_____ / _____	_____ / _____	_____ / _____
Pomos	Pomos	Marks	Hours

SECTION 1: POMODORO SPRINT EXECUTION LEDGER (25-MINUTE WORK BLOCKS)

#	INTENDED TASK & SPECIFIC DELIVERABLE	START	CYCLE (1-4)	DISTRACTIONS	REST	DONE
1		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
2		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
3		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
4		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
5		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
6		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
7		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
8		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
9		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
10		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
11		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
12		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
13		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]
14		____:____	[ ] [ ] [ ] [ ]	- - - -	[ ] 5m [ ] 15m	[ ]

PARKED THOUGHTS & UNPLANNED TO-DOS (WRITE HERE TO PROTECT CURRENT SPRINT):

[ ] _____

[ ] _____

[ ] _____

COMPLETION RATIO: _____ % | COGNITIVE CLARITY: [1] [2] [3] [4] [5] | KEY LESSON FOR TOMORROW: _____