Go through the 3 steps below when you plan your day.

Ask yourself these questions to make sure you have enough energy to do what you need to do. Managing your energy levels will help your brain recover from the concussion.

Step 1: Name the activity or task

• What activity or task do you want to do?

Step 2: Apply the 3 P's

1. Prioritize

Is the activity:

- □ Urgent (must be done today)
- □ Important (must be done in the next few days)
- □ For later (must be done this week or month)
- □ Something that can wait (don't need to do or can't do)
- □ Something that someone else can do for you

2. Planning

When will I do the activity? Think about:

- When do I feel my best? Morning, afternoons, or evenings?
- What else do I need to do today? (For example, laundry, shopping, meal planning)

3. Pacing

How will I do the activity? Think about:

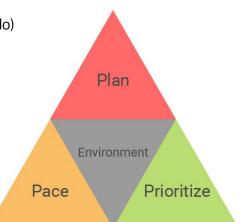
- □ Can I do the activity over a few days?
- □ Can I break down the activity into simple steps?
- How does my body feel? If my symptoms like headache and dizziness get worse, then I should stop and rest.

4. Environment

Think about:

- □ Where will I do the activity?
- $\hfill\square$ What position will my body be in while I do the activity?
- □ Is the environment going to make me use more energy?
- Is my body position going to make me use more energy? Am I standing, bending, or moving?

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Step 3: Evaluate your plan and the activity

- Did you perform the activity to your satisfaction?
- Do you need to make any changes for next time?

Activity Planner

Use an Activity Journal to help you plan. Planning your day can help you avoid trying to do too much too soon. Planning can help you balance activity with rest. You can also track your symptoms and discover the activities that make you feel the best.

Time	What I'm going to do (my plan)	What I really did	How did I feel after completing the task or activity?
Example: 7 p.m. to 8 p.m.	Call mom	Talked with mom on phone for 20 minutes then listened to audiobook	X better □ worse □ no change
Wake up to 8 a.m.			□ better □ worse □ no change
8 a.m. to 9 a.m.			□ better □ worse □ no change
9 a.m. to 10 a.m.			□ better □ worse □ no change
10 a.m. to 11 a.m.			□ better □ worse □ no change
11 a.m. to 12 p.m.			□ better □ worse □ no change
12 p.m. to 1 p.m.			□ better □ worse □ no change
1 p.m. to 2 p.m.			□ better □ worse □ no change
2 p.m. to 3 p.m.			□ better □ worse □ no change
3 p.m. to 4 p.m.			□ better □ worse □ no change
4 p.m. to 5 p.m.			□ better □ worse □ no change
5 p.m. to 6 p.m.			□ better □ worse □ no change
6 p.m. to 7 p.m.			□ better □ worse □ no change
7 p.m. to 8 p.m.			□ better □ worse □ no change
8 p.m. to 9 p.m.			□ better □ worse □ no change
9 p.m. to bedtime			□ better □ worse □ no change