



## Mastering Any Course

### Master Checklist

- [Identified your “Why”](#) using the 7 Why’s Exercise
- [Scheduled a regular time](#) in your calendar to work through the courses
- Bought an [A4 ring-bound folder](#) for notes, handbooks and checklists (like this one...)
- Printed [Daily Journal sheet’s](#) to use on your desk until physical copy arrives
- Connected with a “buddy” on the course to practice skills together with