

How to Use Your Daily Spoon & Writing Tracker

A Guide for Writers Managing Chronic Illness

Getting Started ★

What Is This Tracker?

The Daily Spoon & Writing Tracker is designed specifically for writers with chronic illness, combining spoon theory with practical writing tracking. It can help you with the following:

1. Monitor your energy levels
2. Set realistic writing goals
3. Track your progress
4. Identify patterns in your writing practice
5. Make informed decisions about your creative energy

When to Fill It Out

- *Morning Check-In*: Complete first thing in your day
- *Session Tracking*: During or right after each writing session
- *End of Day*: Fill in reflection before ending your writing day
- *Tomorrow's Prep*: Complete before closing your day

Section-by-Section Guide

1. Morning Check-In

- Count your initial spoons based on how you feel upon waking
- Be honest - this sets the tone for realistic planning
- Circle the number of spoons you have (1 spoon = limited energy, 10 = full energy)
- Check symptoms to track patterns over time

Pro Tip: If you're having a particularly low-energy morning, immediately adjust your writing goals accordingly.

2. Setting Daily Goals

- *Priority task:* Choose ONE thing that matters most
- *Secondary tasks:* List 2-3 backup tasks for good energy days
- Estimate spoon costs realistically:
 - 1-2 spoons: Light editing, brief writing sprint
 - 3-4 spoons: Moderate drafting, detailed editing
 - 5+ spoons: Heavy creative work, long sessions

3. Session Tracking

- Track up to three sessions per day
- Note start/end times to identify your best writing periods
- Count spoons used to understand energy expenditure
- Use the notes section to record what worked/didn't work

Pro Tip: Don't feel pressured to fill all three sessions - some days might only have one, and that's perfectly okay!

4. Adaptations Used

- Check off methods you used to conserve energy
- Add new adaptations you discover to the "Other" category
- Use this section to build your personal toolkit over time

5. End of Day Reflection

- Count remaining spoons to understand energy usage
- Focus on wins, no matter how small
- Use challenges to plan better for tomorrow
- Note patterns in what works best for you

6. Tomorrow's Prep

- Set yourself up for success
- List any tools or accommodations you'll need
- Be realistic about spoon estimates based on today's experience

Tips for Success

1. Be Consistent

- Fill out the tracker daily for at least two weeks to spot patterns
- Keep completed trackers for monthly review

2. Be Flexible

- Adjust your goals based on available energy
- It's okay to leave sections blank on low-energy days

3. Be Honest

- Don't inflate your spoon count
- Record actual progress, not wished-for progress

4. Be Kind to Yourself

- Celebrate small victories
- Use the notes section to acknowledge all forms of progress

Common Questions

Q: What if I can't complete my priority task?

A: Move it to tomorrow's tracker. Your health comes first.

Q: Should I track non-writing activities?

A: Yes, if they impact your writing energy. Note them in the session notes.

Q: What if I have a flare-up mid-day?

A: Note it in your session tracker and adjust remaining goals accordingly.

Making It Work for You ☺

Customization Ideas:

- Color-code your energy levels
- Add stickers or symbols for quick visual reference
- Create your own shorthand for common symptoms or adaptations
- Use the notes section for mood tracking

Digital Tips:

- Keep the PDF on your tablet/computer desktop for easy access
- Set a daily reminder to complete your morning check-in
- Take a photo of completed trackers for backup

Remember ❤

- This tracker is a tool, not a taskmaster
- Every writer's journey is different
- Progress isn't always measured in words
- Rest is part of the writing process