

# 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