# Create a Take-Action Journal for Your Audience

Fill-in-the-Blank Template
by D'vorah Lansky

**Note: This file is for you to print and fill out with pen or pencil**

**Once you complete it - you can then open the PowerPoint template and type your content into pages provided.**

# Write Your Notes & Questions Here - For Your Reference

## A Message from D'vorah

Congratulations on making the decision to design and publish a journal for your audience. By having a published book, you'll gain credibility and become known as an expert in your field.

Your journal can provide a road map to your students and clients and it can guide them through activities and/or help them to achieve specific goals.

In this template you'll find several sample activity pages. You can design your activity pages using these examples or you can use them to get ideas for creating your own layouts.

Several blank pages are included at the end of the *Activity Pages* section and before the *Journal Pages* section. You can use those to design additional activity pages or checklists. Have fun with this!!!

**To Do: Print off this template** so you can easily view the pages. You can then create the content for your activity pages and journal pages by hand or you can create the content for your pages in the editable template we've provided.

If you have editable PDF software, you can import this template and type in your content.

**Whatever method you use, you'll want to get your template into typed format** before publishing or before having D'vorah format your manuscript.

## Instructions for Creating Your Journal

This template is designed to help you create content for your journal. In this template you'll find a wide range of examples of types of pages you can create. You can use these pages to develop your journal and you can feel free to design your own pages.

To have a spine on your book you need at least 102 pages. Do the math and decide how many activity pages to include in addition to your journal pages.

- 3 pages at front of book for fore matter
- 2 pages for an introduction to your journal - optional
- 2 pages for notes and journal Instructions
- 60 pages for a 30-day two-page journal spread
- 2 pages before the activity pages section
- 2 pages before the daily journal section
- 2 pages for "about the author" and a marketing page
- 1 blank page as the last page of your book

**Total Pages = 74.** For a 104 page journal you can add 30 more pages for notes and activity pages.

○ **As you decide on the 30 pages you'll add,** draw from the enclosed pages. You'll find "Page Examples" included along with related, blank template pages following each of the Page Example pages.

○ ***My instructions are listed in bold, italicized text, to help you design your activity and journal pages.***

Looking Forward to Helping you
Design the Journal of Your Dreams!
*D'vorah*

# Notes

# Your Journal Title:

(Place Publishing Logo Above This Text - Optional)

Publishing Company Name: _____

City, State: _____

Published by _____

Copyright ©(Year)_____

Email address and/or Website Address

All rights reserved. No part of this book may be reproduced or transmitted in any form or by any means, including but not limited to information storage and retrieval systems, electronic, mechanical, photocopy, recording, etc. without written permission from the copyright holder.

ISBN

# Dedication (Optional)

## About Your Journey or Intro

## Introduction to (Topic of Journal)

# Notes

# How to Use This Journal

## PAGE EXAMPLE

In your hands, you have a 30-day journal to help you track your happiness. Each day you'll have the opportunity to reflect and write about:

- What you're grateful for.
- An inspiring thought or quote.
- The best part of your day.
- Something that made you smile.
- Insights you have about yourself.

Choose a time each day to write in your journal. The first thing in the morning or last thing at night are wonderful times to journal and are conducive for creating the consistent habit of journaling.

Draw from your journal to help you focus on happiness throughout the day. Some examples are:

- ○ Write your inspiring quotes on sticky notes. Attach them to your bathroom mirror or computer monitor.
- ○ Create a gratitude poster. Each day, or at the end of each week, add what you wrote about being grateful.
- ○ Create a special binder where you collect notes of appreciation that people send you.

# Notes

# How to Use This Journal

***(Provide clear and concise instructions here. Refer to the previous page for ideas.)***

# Notes

# Activity Page Section

In the following section, you'll find several sample activity pages. You can design your pages using these examples or you can use them to get ideas for creating your own layouts.

## IMPORTANT NOTE

**The samples layouts on the following pages are not in any special order. They are here to give you ideas and options.**

**You can make multiple copies of the lined and blank templates as needed.**

Several blank pages are included at the end of the Activity Pages section and before the Journal Pages section. You can use those to design additional activity pages or checklists.

# Notes

**If you have begun creating your activity pages as part of the module 1 action steps, you can plug those pages into this Activity Pages Section.**

**Or you can design those pages here.**

**In this section you'll find more page layout examples.**

# Create Your Activity Pages

Based on the activities you've outlined, begin to map out the activity pages for your journal.

You can provide:

- Checklists
- Multiple Choice Questions
- Writing Prompts
- Instructions and Action Steps
- Training and Activities

As you design your activity pages, think about what you would want to track on your topic.

Also, put yourself in the shoes of your target audience and make sure your questions and instructions are crystal clear.

Tips for Creating Attractive Activity Pages

- Attractive Font
- Leave white space between sections
- Consistency in spacing and layout

**Turn to the blank activity pages & begin to create a handful (3-7 or so) activity pages for your take-action journal.**

**Draw from the examples, create your own page layouts and have fun!**

# Notes

# Notes

Activity Title: _____

Activity Title: _____

Topic: _____

Directions: _____

Topic: _____

Directions: _____

Text:

- ○ _____
- ○ _____
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Title: _____

Directions: _____

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Title: _____

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# Notes

# Journal Pages

# Create Your Journal Pages

**Map Out the Content for Your Journal**

In this section, you have the opportunity to design your journaling pages.

- ❍ Decide what you'd like your readers to track in their daily journal.
- ❍ Refer to the example pages.
- ❍ Design your journal pages.

# Pick Your Journal's Prompts

In addition to activity pages, you can provide your readers with daily journal pages to help them track their activity and results.

Turn the page for an example of a journal page that provides four daily journal writing prompts. Following the example page you'll findat emplate to create your journal pages.

**Outline what your readers will journal about.**

Journal Prompt #1: _____

_____

Journal Prompt 2: _____

_____

Journal Prompt #3: _____

_____

Journal Prompt #4: _____

_____

# Example #1 Journal Page

What I Worked On Today for My Journal

Example Page

What I'll Focus on Tomorrow

Day # Date: _____

Ideas, Realizations and Research

Turn the Page for Your Journal Template

To-Do Items

- ❍ _____
- ❍ _____
- ❍ _____
- ❍ _____
- ❍ _____
- ❍ _____

**Refer to the example on the previous page & list sections you'd like to include.)**

Date: _____ Day 1

Today I Am Grateful For

A Challenge I Overcame Today

Inspiring Thought or Quote

This is an example of 3 Writing Prompts per page. You can choose to have 2 writing prompts per page if you'd prefer.

# Example #2 Journal Page

The Best Part of My Day

What I'll Focus on Tomorrow

An Insight I Had About Myself Today

This is an example of 3 Writing Prompts per page. You can choose to have 2 writing prompts per page if you'd prefer.

Date: _____ Day 1

Section Label: _____

_____

_____

_____

_____

Section Label: _____

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Section Label: _____

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***Refer to the example on the previous page and list sections you'd like to include.)***

Section Label: _____

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Section Label: _____

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Section Label: _____

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## Daily Journal Section Here

If you are including daily journal pages, when you transfer your content to the PowerPoint template, or InDesign, **you'll want to replicate your daily journal pages 30 times.**

(See the previous pages for the daily journal template.)

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(See the previous pages for the daily journal template.)

# Notes

# Notes

# Journal Recap

What have you enjoyed about keeping this journal?

What have you learned about yourself?

What will help you to continue _____?

***You may want to include pages like these. Refer to the following page to design yours.***

# Realizations

What are your thoughts and realizations about _____?

What are you celebrating?

Question: _____

Question: _____

Question: _____

Question: _____

Question: _____

Question: _____

# Notes

# Next Steps

Now that you've _____
what will you do to keep your momentum going?

***(Invite reader to take the next step, such as get another copy of the journal, contact you to discuss working together, register for your program, etc.)***

***(List how to contact you, phone, web, or email)***

Contact Me to Discuss Your Next Steps

## *List Client or Student Testimonials Optional*

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# About D'vorah

D'vorah Lansky, M.Ed., is the bestselling author of many books including; the *Action Guides for Authors* series of workbooks and journals and the *My 30-Day Health and Happiness Journal* series.

Since 2007 she's created 40+ online training programs. D'vorah has taught online marketing and course creation strategies to thousands of authors and entrepreneurs across the globe.

D'vorah specializes in helping authors to build a business around their books, as they grow their reach and share their message with the world.

View all of D'vorah's books at:
BooksByDvorah.com

View her blog and courses at:
ShareYourBrilliance.com

PAGE EXAMPLE

# My 30-Day Journal Series

The *My 30-Day Journal Health and Happiness Series* provides you with ways to track your daily activities towards living a happier and healthier life.

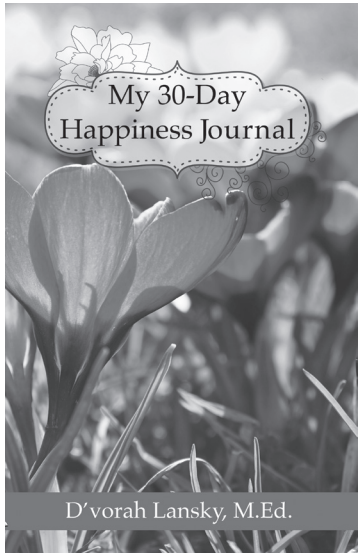
Each publication includes:

- A 30-day journal.
- A way to capture gems from your journal.
- Activity pages to support the focus of the journal.

May your 30-day journals bring you increased health, happiness and dreams come true.

Other title's in the Series:

**Available on Amazon at:**
**BooksByDvorah.com**
ISBN: 978-1947158078




PAGE EXAMPLE

Your High Resolution
Head Shot Image

# About You

***Your bio or about you text:***

To connect with (name)_____ visit:
www.
(List phone & email below if applicable)

# Marketing Page Title:

_____

***(Market other books, products, services here.)***

***Your marketing text:***

Add a high resolution image, if desired