

# THE EVAN DAILY OPERATING SYSTEM (v1.0)

My flexible framework for focus, faith, family, and finishing big things

## NON-NEGOTIABLE DAILY ANCHORS (Every Day)

These do not move, regardless of work, visitors, or energy.

### Morning Anchor (5:00–8:00 AM)

This is my personal power window.

5:00–6:00 – Daily devotional

6:00–6:30 – Spanish practice

6:30–7:15 – Morning dog walk

7:15–8:00 – Piano practice

If the day goes sideways later, I've already won.

### Evening Anchor (5:00–9:30 PM)

5:00–6:00 – Evening dog walk

6:00–8:00 – Dinner + time with your wife

8:00–9:00 – Family calls / relax / TV / reading

9:00–9:30 – Wind-down → bed

## 1. DEEP WORK TOKENS (The Heart of the System)

Instead of rigid schedules, I work with tokens.

### Weekly Allocation

- 4 Project Broken Mirror (“PBM”) tokens
- 4 UNSECURITY 2.0 tokens

### Token Rules

- 1 token = 90 minutes
- No multitasking
- No meetings/email/Slack/news
- Tokens can be used any day except Tuesday
- Tokens roll forward one week max
- When tokens are gone → I'm done for the week

This gives me control without rigidity.

## 2. WEEKLY THEMES (Structure Without Handcuffs)

### MONDAY – “Reset & Light Lift Day”

- Optional: 1 token
- Planning, admin, setting intentions

### TUESDAY – “People Day”

- 1:1s all day
- Zero required tokens
- Optional voice notes or idea capture only

### WEDNESDAY – “Builder Day”

- Up to 2 tokens
- Primary PBM day
- First day sacrificed if visitors arrive

### THURSDAY – “Creator Day”

- Up to 2 tokens
- Primary UNSECURITY 2.0 writing day

### FRIDAY – “Flex / Community Day”

- Podcast in the morning
- Optional 1 token max
- Easy half-day or full-off day

## 3. VISITOR MODE

(Flip this switch mentally when people are in town)

### Visitor Mode Rules

- Morning Anchor stays
- Max 1 token per day
- No guilt for unused tokens
- Experiences > productivity

- Tokens roll forward

I'll think of visitors as intentional interruptions, not disruptions.

## 4. LOW-ENERGY DAY TEMPLATE

For days when my brain just says “nope.”

### Required

- Morning Anchor
- Dog walks
- Meals + connection

### Optional (Pick ONE)

- 30 min organizing / cleaning
- Read or edit (not create)
- Whiteboard ideas
- Walk + think

🚫 No heavy writing

🚫 No deep coding

🚫 No beating myself up

**Remember:** Low-energy days are part of the system, not failures.

## 5. FAMILY CONNECTION SYSTEM ❤️

One call per night, rotating—no mental load.

- Monday: Joe & family
- Tuesday: Alyssa & family
- Wednesday: Brenden & family
- Thursday: Ethan & family
- Friday: Open / spontaneous

If I miss a night, roll it forward—no catching up required.

## 6. 90-DAY EXECUTION PLAN

(Built around tokens, not pressure)

## Project Broken Mirror (12 Weeks)

- 4 tokens/week × 12 weeks = 48 deep sessions
- Outcome focus:
  - Architecture stabilized
  - Core workflows documented
  - Prototype + narrative ready

## UNSECURITY 2.0 (12 Weeks)

- 4 tokens/week × 12 weeks = 48 deep sessions
- Outcome focus:
  - Chapters drafted
  - Voice locked in
  - Cohesive narrative arc complete

This is more than enough to make serious, visible progress on both.

## 7. WEEKLY 15-MIN CHECK-IN (Friday or Sunday)

Ask myself:

1. How many tokens did I use?
2. What actually moved forward?
3. What got in the way?
4. Do I adjust next week, not punish last week?

Small corrections only. No overhauls.

## WHY THIS WILL STICK

- It respects my faith-first mornings
- It fits ADHD reality
- It allows for Puerto Vallarta life
- It keeps PBM and UNSECURITY 2.0 moving every single week
- It replaces guilt with clarity

I'm no longer "trying to be disciplined."

I'm operating inside this system that works with who I am.