

The Yearly Habit Tracker

Quick-Start Guide · Tick off up to 12 habits every day of the year. Streaks, weekly goals and monthly completion work themselves out.

What's in your download

- Habit-Tracker.xlsx: the blank workbook, ready for your details
- Habit-Tracker (Example).xlsx: the same workbook filled with made-up data, so you can see how it works
- Quick-Start-Guide.pdf: this guide

Opening the file

The workbook is a standard .xlsx file. It opens in any modern spreadsheet app on a computer, and in free web-based spreadsheet apps (upload the file, then open it). Keep a copy of the original download as a backup.

Set up in five minutes

1. Type the year above. Leave the date on today's date unless you are reviewing the past.
2. On Habits, list up to 12 habits and set how many days a week you aim for each.
3. Each day, open Log and tick the habits you did. Weekends are shaded and today's row is highlighted.
4. Habits shows days done, completion rate, streaks and whether you've hit this week's goal.
5. Monthly Summary and Dashboard add everything up. Nothing to type there.
6. Streaks is a helper tab that counts consecutive days. You can ignore it.

Tab by tab

Dashboard. Check-ins, completion rate, streaks and your most and least consistent habits, up to the date on Start Here.

Habits. Your habit list with days done, completion rate, current and best streak and this week's progress.

Log. The daily log: one row for every day of the year and one tickable column for each habit.

Streaks. Helper tab used by Habits to find current and best streaks.

Monthly Summary. For every habit and month: days completed, then the completion rate, then totals for all habits.

Tips

- Start with three habits or fewer. A short list you actually tick beats a long one you abandon.
- Make each habit small enough for your worst day: 'read one page' instead of 'read for an hour'.
- Tick at the same time every day, such as when you brush your teeth at night.
- A missed day is data, not failure. Look at the monthly table, not just the streak.

This workbook is a personal tracking tool. It isn't medical or health advice.

Need help?

If something doesn't work the way you expect, contact the support address on the shop page. If the kit isn't right for you, ask for a refund within 14 days of purchase.

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