DAILY BLOG POWER SHEET

- [ ] **Brainstorm 10 new ideas for future posts on your editorial calendar.**
Space them out strategically on your calendar, alternating between topics and depth. (Got a checklist on Monday? Go deeper on Wednesday with a longer-form post!)

- [ ] **Comment on five blog posts of other people that you lovelovelove.**
Make it genuine, supportive, and interesting. Leave a link back to your own blog, so that they can connect with you, too. ONLY leave your own link if your comment was nothing short of kickass. **Code**: Your Website Name

- [ ] **Share five blog posts of others that you lovelovelove on social media.**
Be sure to tag the original author! Not only will they be able to see the love, but they might share *your* share and bring your profile to new eyes!

- [ ] **Have an ongoing checklist for old post clean-up.**
Work your way from the bottom of the list up (from your oldest posts towards your newest) and one at a time, spruce up your SEO, imagery, and overall content quality.

- [ ] **Keep an ongoing list of blog-related questions.**
Email one person in pursuit of an answer to something on your list!

- [ ] **Learn one new thing.**
A deeper analysis of Google Analytics data, a new design interface, a social media trick - something new!

- [ ] **Create a few stock responses to common emails in your inbox.**
Get a lot of similar requests from PR agencies or questions from other bloggers? Create a few easily editable templates for efficient replying.

- [ ] **Create Google alerts for keywords and phrases in your niche.**
Use Google AdWord’s Keyword Planner to identify your own unique keywords, and get on top of what’s trending in your industry.

- [ ] **Record any income and expenses in a spreadsheet.**
If you didn’t make or spend any money, write down one way that you can work towards making a few bucks, and one thing that would be a smart investment to help you reach your goals.

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