

Brain Dump Rescue Sheet

Get it out of your head. Let AI do the sorting.

1 BRAIN DUMP

Write everything that's in your head. No filtering. No sorting. No judging. Put it on the back of a crumpled up flyer, type it on a computer/phone or write it in your most gorgeous notebook. It doesn't matter what it looks like - just get it all down.

Some ideas

2 SHARE IT

Choose the easiest way to get your brain dump into AI:

Photo

Take a clear photo and upload it.

Type

Copy and paste it straight into your AI chat.

Talk

Talk to AI instead. It's OK if you ramble.

3 PROMPT AI

Then you're going to tell AI what you want it to do:

I'm overwhelmed by everything I need to do. Help me sort my brain dump. Don't add any new tasks. Sort it into: needs attention today, this week, can wait, can be delegated, probably doesn't need doing. Then choose three things that would make the biggest difference today. Keep it realistic and don't overwhelm me with another huge list.

4 START TINY

Still stuck? Don't ask AI for a whole new plan. Refine:

I still feel stuck. Pick ONE thing for me to start and break it into the smallest possible first step.

One tiny step. You don't need to solve the whole list today.

IT CAN BE ANYTHING...

KIDS & SCHOOL

School/daycare things
Forms & permission slips
Activities, sport & events
Clothes, shoes & things they need

CALENDAR & PEOPLE

Appointments & bookings
Dates & deadlines
Birthdays & gifts
People to contact or reply to

HOME

Cleaning & laundry
Groceries & meals
Things to buy or return
Things to fix or replace

LIFE ADMIN

Bills, banking & money
Emails & paperwork
Subscriptions & renewals
Things to chase up

WORK

Tasks & deadlines
Meetings & appointments
Emails & messages
Things to follow up

HEALTH & ME

Appointments & scripts
Exercise & self-care
Things I need
Things I want to do for me

STUFF THAT DOESN'T FIT

Things I'm worried about
Decisions I'm avoiding
Things I keep forgetting
Things I'm waiting for
Ideas I don't want to lose
Random stuff circling my brain

New to AI?
Grab my
'Getting
Started with
AI' guide.

