



Kreativität Kastle

The Ultimate Guide

TO

Bullet Journaling



WHAT IS BULLET JOURNALING?



Bullet Journal (BuJo for short) was created by Ryder Carroll, a digital product designer living in Brooklyn, NY. In his words, the Bullet Journal is meant “to help you track the past, organize the present, and plan for the future.”

The Bullet Journal is a modifiable and efficient organization system. It can be your to-do list, planner, sketchbook, notebook, and diary, but most likely, it can be *all* of the above. It will teach you to do more things with less equipment.



WHY BULLET JOURNALING?



Keeping a *normal* journal has many benefits, that’s true. It’s a means of writing down what you experience and feel each day. However, the drawback here is that journaling takes *loads* of time; the more detailed and long the entry, the more effort you put in. The more energy and effort you put in, the more of a chore it becomes, and the more likely you’ll leave/abandon journaling. Hence, Bullet Journals are much more productive as compared to normal journals/diaries.

Bullet Journaling is a great means of organizing your routine, scheduling events, and listing tasks. It’s also beneficial for busy mothers who’d like to have a simple and efficient way of tracking down goals, tasks, meals, and so on.

WHAT YOU NEED

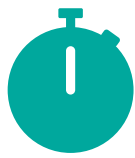
1. Self-confidence
2. Determination
3. A notebook
4. A pen

And, that's it, you're all set to start journaling! Of course, there are quite a number of other tools and materials that help in journaling as well, but you don't really *need* to have them to start your BuJo.

For your convenience and knowledge, below are a list of materials and books that many bullet journalists would recommend to use, as they're practical and resourceful:

- Official Leuchtturm1917 Bullet Journal (best)
- Leuchtturm1917 normal dotted notebook (2nd best)
- Moleskin notebook (good)
- Faber-Castell Pitt artist pens (don't bleed through)
- Micron pens
- Tombow Dual Brush-pens
- Maped Coloured fineliners

“ The key to getting ahead is getting started. ”



RAPID LOGGING



Rapid Logging is the language in which the Bullet Journal is written. It's separated into three categories: topics, page numbers and bullets.

Topics & Page Numbers:

Every page in the Bullet Journal needs to have a topic. Each topic is generally considered as a Collection. Collections can span a number of different pages. As for page numbers, one must always number the pages in their Bullet Journal without fail.

Bullets:

They're what makes the Bullet Journal unique. Bullet's can be customized accord to the person's liking as well, and don't really need to be followed precisely. Bullets are further divided into four sections:

Task Bullet:

- Task
- X Task completed
- / Task in progress
- > Task migrated
- < Task scheduled

Signifiers:

- Not that common
- ! Inspiration
- * Priority
- 👁 Explore

Event Bullet:

- Event

Note Bullet:

- Note

The best way to keep all these bullets and signifiers in mind is to create a Key Page at the beginning of your bullet journal. Your key can also include other things like colour codes etc. It also helps when you've forgotten about the usage of a bullet and want to refresh your memory.

INDEXING

Before beginning your Bullet Journal, remember to create an index in the first few pages. This is where you'll keep track of everything. If you feel like you're going to fill up your entire notebook, make sure to give your index a lot of space.

Here are two examples:

INDEX TYPE 1	
Future Log	2-3
Mood Tracker	4
Monthly Log	4-5
Summer Goals	6
Habit Tracker	7

INDEX TYPE 2	
Future Log	(2-3)
Mood Tracker	(4)
Monthly Log	(4-5)
Summer Goals	(6)
Habit Tracker	(7)

 COLLECTIONS

A good way to look at a Bullet Journal is as a framework. The Bullet Journal framework consists of several collections, eg: illustrations, trackers, logs, goals etc. Below are the five core collections (a.k.a modules) used in the Bullet Journal:

Future Log:

A future log helps you to look at your year and plan events, meetings, and more in advance. It's an efficient way of organizing your year and keeping in mind important events, such as birthdays and anniversaries.

Monthly Log:

It usually consists of a calendar page and a tasks list. The calendar page is obviously where you draw the calendar and plan the month. In the tasks list, you note down all the things you *have* or *need* to do by the end of the month. Of course, a Monthly Log needn't always have a calendar and tasks page — it's totally up to you to choose the format!

Weekly Log:

A weekly log gives you a birdseye view of the upcoming week and enables you to organize it as well as keep a track of events, appointments, and recent happenings.

Daily Log:

A daily log is specially designed for day-to-day use. Throughout the day, add notes, reminders, tasks, and other things in order to fill up your page.

MIGRATION

Migration is a keystone of Bullet Journaling. *“It’s the difference between being busy and being productive,” says Ryder Carroll.* Once you’ve hit your second month of journaling, take a look at your earlier entries.

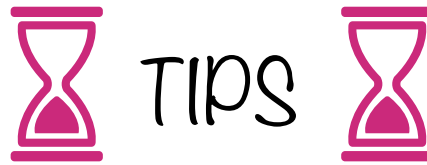
If a Task has become irrelevant, strike out the whole line, including the task Bullet. However, if the Task *still* needs your attention, migrate it, i.e turn the “•” into “>” to signify that you’ve moved that Task to another Collection/page.

The purpose of migration is to filter the things that are truly worth the effort, to become aware of our own method and habits, and to know what to do next.

IDEAS

What if you’re out of ideas for your next collection in your Bullet Journal? What if you have *no* clue what to do next? Well then, don’t worry, because here are a bunch of ideas that can get you started again. Also, see <https://kreativtykastle.wordpress.com/>

1. Habit Tracker
2. Mood Tracker
3. Year in Pixels
4. Goals Page
5. TBR (to be read) Page
6. Inspirational Quotes Collection
7. Birthday Log
8. Fitness Log



Let's go over some of the main Bullet Journal tips and tricks that can get you started in no time:

1. Start with a practical journal/notebook:

Use a notebook that's handy and practical to use. You should consider your first Bullet Journal as a practice/rough copy; in it you can make mistakes and learn from them, try new concepts, and slowly get hang of the Bullet Journal system.

2. Start with the basics:

As a beginner, you should always stick to the basics. Later on, when you're into your second or third month of journaling, you can do things in detail.

3. Leave the embellishments for later:

Try to keep things simple. Don't get overwhelmed by all the fancy pictures of Bullet Journals on the web. Bullet journals don't always need to be neat and organized, they can be rough and messy too.

4. Sketch in pencil first:

This will allow you to experiment and try out new ideas without the fear of making an error or spoiling your Bullet Journal.

5. Mistakes will happen, so don't worry!

6. Start an idea:

Starting your own idea means inventing new ways/styles of doing things in your Bullet Journal. You can also get inspiration/ideas from pictures of Bullet Journals on websites like sublimereflection.com and kreativtykastle.wordpress.com.