APPENDIX A / WRITING WORKSHEET

My Personal Trading Operating Plan

Write this plan before your next session, while you have time to think.

Account or practice environment

Date

Next review

1. The setup I trade

My setup, market, and trading hours

I can enter when I see

I cancel an unfilled entry when

A near miss looks like my setup, but it’s missing

2. My risk limits

Include your unit with risk limits, for example USD, points, or %.

Maximum risk per trade

Session loss limit

Maximum total risk across open positions

If the smallest position exceeds my remaining limit, I skip the trade.

3. My response under pressure

My recurring trigger

When I notice it, I will

4. When I reduce risk, stop, or return

Include your unit with risk limits, for example USD, points, or %.

I measure drawdown from

At this drawdown

I reduce my position size to

I stop taking new trades when

When I stop, I handle unfilled entry orders by

For positions already open, I follow this rule

Before I resume trading, I need to verify

A review date gives me time to reconsider. I can continue the pause, return to practice, or end the attempt.

APPENDIX B / WRITING WORKSHEET

My Trading Session Sheet

Use one copy per session, including days when you take no trades.

Date | **Market** | **Account**

Before the session

Include your unit with risk limits, for example USD, points, or %.

The setup I'm waiting for

Risk per trade

My loss limit today

I'll stop taking new trades when

- [ ] I've checked my account limits, open positions, working orders, and today's restrictions.

Given my time and attention, I'll

- [ ] Trade my plan
- [ ] Observe only
- [ ] Sit out

Before I click

Include your unit with risk limits, for example USD, points, or %.

- [ ] My setup is valid at this price.

Risk I can still take after accounting for open positions and pending orders

Estimated loss at my stop, including costs and slippage: per unit × units = total.

Before I click — continued

Unit or currency for this estimate

For example USD or points. The estimate keeps the unit you enter.

Estimated risk per unit | **Units** | **Estimated total**

☐ The size fits my remaining risk budget. If no size fits, I skip the trade.

I'll hold while

I'll adjust or exit if

The actual loss can exceed my estimate. If I feel the urge to chase or win money back, I use the reset card in Appendix C.

Before I step away

☐ I've checked which positions and orders are still open and what needs monitoring.

One decision I made, including staying out

I chose it because

Did I follow my plan?

☐ Yes ☐ No ☐ Unclear

Next time, when | **I will**

APPENDIX C / WRITING WORKSHEET

After a Missed Trade or a Loss

The next trade owes me nothing.

Prepare my reset

Fill this in before I need it

The first sign I'm starting to chase

When I notice it, I'll pause by

I'm done trading for the day when

Use my reset

When I feel the urge to get it back

1. Check what's still open. I check my positions and working orders. If my entry has expired, I follow my cancellation rule and confirm the order is no longer working.

2. Name what happened. Did I take a loss, or did I watch price reach my target without me? If my limit order missed by one tick, I can be disappointed. That missed trade didn't take money out of my account.

3. Follow my pause rule. If I've reached my stopping condition, my session is over. Switching accounts or markets doesn't change that decision.

4. Ask before another entry. Would I take this setup at this price if I had nothing to make back? I consider it only when my pause is complete, the setup qualifies on its own, and the size fits my remaining risk budget.

Later, one line

I felt the urge to

What I actually did was

Wanting to chase and choosing to wait is a decision worth recording.

APPENDIX D / WRITING WORKSHEET

Review One Pattern, Practice One Change

Use one sheet for one question across several sessions. If a problem makes it unsafe to continue, follow your pause plan now.

1. What pattern do I see?

Review period

The situation I reviewed

I did

In this many opportunities

Out of these relevant opportunities

One example that doesn't fit my explanation

2. What will I practice?

When this happens

I'll practice

I'll know I followed my rule if I can point to this action

2. What will I practice? — continued

While I practice, I'll keep this part of my plan unchanged

I'll review after this many opportunities

Or on this date

3. How did I respond when the trigger appeared?

Times the trigger occurred

I followed my rule

I broke my rule

I'm unsure

One response worth repeating

If the trigger never appeared, write "no opportunity to practice."

4. What will I do next?

My next action

- ☐ Keep my current plan
- ☐ Practice longer
- ☐ Revise one rule

My reason

If I revise a rule, I date the change and evaluate it on new opportunities. I judge earlier decisions by the rule I had at the time.