

# Eight Bucket Daily Guide (Simple Version)

For supervisors and field teams. No computer skills required.

## What to do each day (3 steps)

- 1) Open your bucket page.
- 2) Answer 5 short questions.
- 3) Send update before 6:00 PM.

## The only 5 questions everyone answers

1. What was planned today?
2. What was completed today?
3. What is blocked right now?
4. Who is helping clear the block, and by when?
5. What is the one most important task tomorrow?

## Simple status colors

- GREEN = on time
- YELLOW = small delay, needs attention
- RED = serious delay, needs help now

## Field example (construction supervisor)

- Planned: 11 installs
- Completed: 8 installs
- Blocked: 2 inspections not approved
- Help needed: city inspector + legal support by 10:00 AM tomorrow
- Tomorrow top task: clear inspections first, then finish 3 installs

## Where to click

- Easy Dashboard: [https://files.187.124.227.42.nip.io/files/eight\\_buckets\\_live\\_dashboard\\_v1.html](https://files.187.124.227.42.nip.io/files/eight_buckets_live_dashboard_v1.html)
- 8-Bucket PDF Hub: [https://files.187.124.227.42.nip.io/files/Eight\\_Buckets\\_Live\\_Link\\_Hub\\_v3\\_Dashboard\\_and\\_Drop\\_Li](https://files.187.124.227.42.nip.io/files/Eight_Buckets_Live_Link_Hub_v3_Dashboard_and_Drop_Li)
- Daily Briefing PDF: [https://files.187.124.227.42.nip.io/files/Eight\\_Bucket\\_Daily\\_Briefing\\_2026-04-17\\_v1.pdf](https://files.187.124.227.42.nip.io/files/Eight_Bucket_Daily_Briefing_2026-04-17_v1.pdf)