

DBF OS V4 — WELCOME & MEMBER ONBOARDING

Dream it. Write it. Build it. Live it.

WHO THIS IS FOR

This guide is the entry point for every new DBF Mastermind member. If you've just joined, start here. If you've been a member for a while and need a refresh on how the OS fits together, this is the doc. The full planning workflow lives across 5 detailed guides — Master Reference + Year + Quarter + Week + Day. This Welcome doc gives you the 30,000-foot view in 10 minutes.

WHAT IS THE DBF OS

The DBF Operating System is a continuous loop, not a one-time goal-setting framework. Most people set goals once a year, then drift. The DBF OS runs the loop every day, every week, every month, every cycle. The system is built so the work compounds — three years of normal effort compress into one.

The DBF Year is 4 months. There are three DBF Years per calendar year:

- Y1: Jan – Apr
- Y2: May – Aug
- Y3: Sep – Dec

Each DBF Year contains 4 DBF Quarters (months). Each Quarter contains ~4 weeks. Each week contains 7 days.

You set the goals once per cycle (every 4 months) and run the system every day for the next 120 days.

THE 7 STEPS

Every planning session walks through these 7 steps, in order. The depth changes by cadence — DREAM lives most deeply at the Year level; ACTION lives most deeply at the Day level — but every step is alive at every cadence.

1. DREAM — what you're actually building toward
2. GOAL — the Big 3 you'll fight for this cycle
3. PLAN — turn the Big 3 into numbers cascaded across cadences

4. SYSTEM — the structure that makes execution inevitable (accountability, tracking, environment)
5. HABIT — daily and weekly behaviors that drive the numbers
6. ACTION — Today's 2, executed every day
7. COMMIT — Hell Yes or Hell No, daily renewal

(Updated 2026-05-03: this is the V4 7-step sequence. The earlier sequence Dream → Pillar → Goal → Metric → Habit → System → Commit is RETIRED. "Pillar" is now a property on Goals; "Metric" was replaced by "Plan." "System" moved earlier and "Action" moved later to reflect build sequence: lock the dream, set the goal, build the plan, install the system, then run habits and actions on top of that infrastructure.)

THE CASCADE — 3, 3, 3, 2

Goals don't live in isolation. They cascade.

3 BIG 3 GOALS (set at Year session — last 120 days)

↓

3 MONTHLY MILESTONES (set at Quarter session — last 30 days, one per Big 3)

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3 WEEKLY WINS (set at Sunday CEO Review — last 7 days, one per Monthly Milestone)

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2 DAILY TOP 2 (set every morning — outcomes that advance Wins)

Why 3-3-3-2? Focus compounds, distraction divides. If you have 7 cycle goals, 5 will languish. If you have 3, all 3 advance.

Every Today's 2 traces back through the chain to one of your Big 3. If something doesn't ladder up, it doesn't make the cut.

THE 4 PLANNING SESSIONS

YEAR — 1x every 4 months · 60–90 minutes · Lock the cycle (Big 3, Plan, Commit)

QUARTER (Monthly) — 4x per cycle · 30 minutes · Recalibrate, set 3 Monthly Milestones

WEEK — Sundays · 15–20 minutes · Set 3 Weekly Wins, block the calendar

DAY — daily morning or night before · 5–10 minutes · Pick Today's 2, execute

Total time investment: ~40 hours across 120 days. Less than 1% of waking hours.


THE DBF OS IN NOTION

The OS lives in your Notion DBF OS workspace. Top-level pages:

- Today, This Week, This Month, This Year — cadence dashboards. Each one shows you what's locked for that period, with auto-filtered views.
- Goals — the cascade database (Big 3, Monthly Milestones, Weekly Wins, Daily Top 2 — all filtered by Level)
- Plans — every planning session lives here as a Plan row
- Systems — the accountability layer per Big 3
- Habits — daily and weekly behaviors with Cadence and Linked System
- Actions — execution items that ladder up to Goals
- Commit — your commitment statement and score

Each cadence dashboard follows the same canonical layout:

1. Yellow identity strip at top — countdown for the cadence (Day N of 120, Week N of 4, etc.)
2. Two-column hero — left side describes the page; right side launches a planning session and copies a starter prompt
3. Yellow Mission callout — what this period is in service of
4. Yellow Focus quote — the one-line theme
5. Section headers (gray) and linked DB views below

Cascade entries (Big 3 / Monthly Milestones / Weekly Wins / Daily Top 2) are page-iconed  in order so you can see the priority at a glance. Other entries (Habits / Systems / Projects / Actions) use Fluency-colored icons matched to the entry's nature.

CONVERSATIONAL VS DATABASE

Two surfaces:

DATABASE (Notion) — Goals, Habits, Systems, Projects, Actions, Plans. The durable source of truth.

CONVERSATIONAL (with the Coach) — daily and weekly identity practices that live in the session, never in Notion. These are:

- Top 10 Vision Rail (daily — first 3 = your Big 3, remaining 7 = long-horizon dreams)
- Gratitude 3 (daily)
- Top 10 Dream List (weekly long-horizon dreams; first 3 = Big 3)

These exist to reinforce identity, not to be tracked. The Coach renders them in your Daily / Weekly Snapshot output, but they never become Notion DB rows.

SNAPSHOT VS ROADMAP

Two distinct outputs at every cadence:

SNAPSHOT — backward-looking. The output of running a planning session. Two flavors: Clean (shareable, screenshot-ready) and Detailed Context (private, designed to upload into the next session for continuity).

ROADMAP — forward-looking visible plan. Lives on the matching cadence dashboard:

- This Year: 120-Day Roadmap (4 monthly milestone toggles)
- This Month: Monthly Execution Map (4 weekly toggles)
- This Week: Weekly Execution Map (3 Win toggles + Daily Top 2 Direction Mon-Fri + Weekly Scoreboard + EOW Review)
- Today: Daily Direction (auto-updates from the Weekly Execution Map)

The Coach (DBF Planning Coach Custom GPT) auto-updates the matching dashboard on every session save.

THE PYRAMID

The 4 cadences stack as a pyramid. Each level inherits its purpose from the level above. You can't skip levels.

DAY (the rep)



WEEK (the plan for the rep)



MONTH / QUARTER (the recalibration)



YEAR (the cycle lock-in — foundation)

If you haven't run a Year session, there's nothing for the Quarter session to plan against. If you haven't run a Quarter session, the Week session has no Milestones to ladder up to. The pyramid runs top-down.

WHAT TO DO FIRST (NEW MEMBER)

1. Run a YEAR Planning Session for the current cycle. Use the DBF Year Planning Guide V4. Lock your Big 3, your numbers, your system, your habits, your action framework, your Word + Mantra.
2. Then run the QUARTER session for the current month. Lock 3 Monthly Milestones.
3. Then run the WEEK session for this week. Lock 3 Weekly Wins.
4. Then run the DAILY session for today. Pick Today's 2 and execute.
5. Repeat the loop daily.

A complete kickoff actually runs all 4 sessions back-to-back the first time. The Coach prompts you at the end of each: "Continue into the next session now?"

THE FOUNDATIONS (BUILT BEFORE YEAR PLANNING)

Year Planning sits on top of three foundational documents that should already exist:

1. Dream Life Design Doc — your 3–5 year future-vision narrative
2. Dream Board — your visual representation of the dream life
3. Pillars — your member-defined life categories, locked in

If any are missing, build them now (using the Dream Life Design Builder, Dream Board Builder, or Pillars Builder Custom GPTs in the members site) before running Year Planning.

Identity / brand foundations are also built once and revisited at Year sessions:

- Guiding Principles (Builder GPT available)
- Mission Statement (Builder GPT available)
- Personal Slogan (Builder GPT available)
- Personal Affirmations (Builder GPT available)

These live on the Dreams page in your DBF OS Notion workspace.

GUIDES YOU NEED

In order:

1. DBF OS Master Reference Guide (V4) — the cross-cadence map (this guide goes deepest)
2. DBF Year Planning Guide (V4) — for every Year session
3. DBF Quarter Planning Guide (V4) — for every Monthly session
4. DBF Week Planning Guide (V4) — for every Sunday CEO Review
5. DBF Day Planning Guide (V4) — for every Daily session

6. DBF Systems Coach — accountability psychology reference (used during Step 4 of any session)

Plus the DBF Planning Coach Custom GPT — runs every session conversationally and writes to your Notion OS via the savePlanningSession webhook.

THE BAR

You don't rise to the level of your goals. You fall to the level of your environment, your systems, your habits.

Build the environment. Build the system. Run the habit. Take the action. Commit to the dream.

The members who run the loop become the members who can't be stopped. The members who skip the loop become the members who wonder why nothing's changing.

Run the loop.

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— Brody Fausett & the DBF Mastermind
DREAMBIGFAST.COM