

# Weekly Calendar Template

## Weekly Calendar

Sunday, June 01, 2014

	Sun-1	Mon-2	Tue-3	Wed-4	Thu-5	Fri-6	Sat-7
5 am :30							
6 am :30							
7 am :15 :30 :45							
8 am :15 :30 :45							
9 am :15 :30 :45							
10 am :15 :30 :45							
11 am :15 :30 :45							
12 pm :15 :30 :45							
1 pm :15 :30 :45							
2 pm :15 :30 :45							
3 pm :15 :30 :45							
4 pm :15 :30 :45							
5 pm :15 :30 :45							
6 pm :30							
7 pm :30							
8 pm :30							

This weekly calendar template was designed to make it easy to copy the worksheet, so that you can create a tab for each week.

1) Enter the start date for the first week in cell C5. The labels for the day columns are formatted as dates and are based on the date you enter in cell C5.

2) Make a copy of the worksheet by right-clicking on the worksheet tab (labeled "week1").

3) Rename the new worksheet ("2", "week2", "Nov9", etc.) again by right-clicking on the tab.

4) Change the start date in the new worksheet to be +7 days from the previous week. This can be done using a formula that references the date in the previous worksheet such as =week1!C5+7

You can fully customize this calendar template, but please do not remove the copyright, links, or the vertex42 logo. See the comment in cell I1 for the terms of use.