

Week of: _____

Role/Category	Weekly Goals
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Time Spent on This Role's Goals:

Time Spent on This Role's Goals:

Time Spent on This Role's Goals:

Time Spent on This Role's Goals:

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Time Spent on This Role's Goals:

Time Spent on This Role's Goals:

Notes for Next Week

Planner template adapted from Seven Habits of Highly E

Monday	Tuesday
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8:00	8:00
9:00	9:00
10:00	10:00
11:00	11:00
12:00	12:00
1:00	1:00
2:00	2:00
3:00	3:00
4:00	4:00

5:00	5:00
6:00	6:00
7:00	7:00
8:00	8:00
After 9:00pm	After 9:00pm

Effective People by Stephen Covey. Created by Mom's Sr

Wednesday	Thursday
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Today's Top 5 Tasks	

Hourly Schedule & Appoin	
8:00	8:00
9:00	9:00
10:00	10:00
11:00	11:00
12:00	12:00
1:00	1:00
2:00	2:00
3:00	3:00
4:00	4:00

5:00	5:00
6:00	6:00
7:00	7:00
8:00	8:00
After 9:00pm	After 9:00pm

Daily Gratitude & Small Vi

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nall Victories. For personal use only, not to be used for s

Friday	Saturday
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Time Intervals

8:00	8:00
9:00	9:00
10:00	10:00
11:00	11:00
12:00	12:00
1:00	1:00
2:00	2:00
3:00	3:00
4:00	4:00

5:00	5:00
6:00	6:00
7:00	7:00
8:00	8:00
After 9:00pm	After 9:00pm

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Sunday

8:00
9:00
10:00
11:00
12:00
1:00
2:00
3:00
4:00

5:00
6:00
7:00
8:00
After 9:00pm