

Date: \_\_\_\_\_



# WEEKLY WORK PLAN

## MONTHLY GOALS:


## BIG WEEKLY PROJECTS:


## SCHEDULED EVENTS:

DATE	TIME	EVENT

## DEADLINES:

DATE	TIME	PROJECT

## WHAT TO DO ON MONDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME

## WHAT TO DO ON TUESDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME

## WHAT TO DO ON WEDNESDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME

## WHAT TO DO ON THURSDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME

## WHAT TO DO ON FRIDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME

## WHAT TO DO ON SATURDAY/SUNDAY:

Task	PRIORITY LEVEL	PLANNED TIME	REAL TIME