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| **Must Do:**  | **Should Do:** | **May Do:** |

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| **Weekly Work** |
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**Notes**

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**Other (drawings, mind maps, stickers, and etc.)**





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| **Week of**  |
| **Date** | **Monday** | **Date** | **Tuesday** | **Date** | **Wednesday** |
|  | **…Before Work…**8:00-9:00-10:00-11:00-**LUNCH**1:00-2:00-3:00-4:00-**After Work…** |  | **…Before Work…**8:00-9:00-10:00-11:00-**LUNCH**1:00-2:00-3:00-4:00-**After Work…** |  | **…Before Work…**8:00-9:00-10:00-11:00-**LUNCH**1:00-2:00-3:00-4:00-**After Work…** |
| ***Midweek Reflection:*** *What is getting done? What still needs to get done? What is getting in the way?* *Is there something I can delegate or someone I can ask for help?**What can I celebrate?*  |
| **Date** | **Thursday** | **Date** | **Friday** | **Date** | **Weekend** |
|  | **…Before Work…**8:00-9:00-10:00-11:00-**LUNCH**1:00-2:00-3:00-4:00-**After Work…** |  | **…Before Work…**8:00-9:00-10:00-11:00-**LUNCH**1:00-2:00-3:00-4:00-**After Work…** | **SU** |  |