

Things to do Today

Date _____

Item	Priority	Time Needed	Done ✓	Scheduled Events	
				7:00	
				7:30	
				8:00	
				8:30	
				9:00	
				9:30	
				10:00	
				10:30	
				11:00	
				11:30	
				12:00	
				12:30	
				1:00	
				1:30	
				2:00	
				2:30	
				3:00	
				3:30	
				4:00	
				4:30	
				5:00	
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				7:00	
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				9:00	
				9:30	
				10:00	
				10:30	
				11:00	
				11:30	
				12:00	

Notes