The Daily Productivity Planner

Plan your day by when you're the most productive!

September 2009

M	T	W	Th	Fr	St	Sn
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Planned Tasks 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Completed Tasks 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Projects In Focus

What Projects Are You Focusing on Today?

Project	Due Date
1	
2	
3	
4	
5	

Scheduled Events

What Events Are Already Planned for Today?

Time	Event

Supporting Tasks

What Do You Need to Do to Complete Those Projects?

Task	Project
0	
0	
0	
0	
0	
0	
0	
0	
0	
0	

Daily Schedule

When Are You Going to Do Your Tasks Today?

15 30 45

Emergent Tasks

Sometimes Unplanned Tasks Pop Up! Jot Them Down Here...

	Project
0	
0	
0	
0	
0	

Notes

Write Reference and Continuity Notes Here...

© 2009 Charles Gilkey - For more information, visit http://www.productiveflourishing.com/