The Weekly Productivity Planner

Your Weekly Dashboard to Keep Your Projects Going

December 2009

M	T	W	Th	Fr	St	Sn
30	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	31	1	2	3

Weekly Project Slots

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5	1 2 3 4 5

Projects In Focus

What are Your Major Projects For This Week?

Project	Due Date	Scheduled
		M T W Th F St Sn
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Scheduled Events

What Events Do You Have Scheduled This Week?

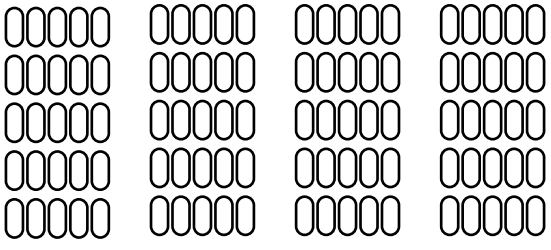
Day	Time	Event

Notes

Not a project, task, or event but still important? Jot it here...

Completed Tasks

How many tasks did you actually complete?



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