

weekly to do's date:

**Weekly Focus**

**Top Three Things**

1 \_\_\_\_\_  
2 \_\_\_\_\_  
3 \_\_\_\_\_

**I must complete**

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**Don't Forget!!!**

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**I really should**

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**calls, emails, texts,**

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**errands to run**

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**if I have time**

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**Worries for Another Week**

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