

weekly to do's date:

**Weekly Focus**

**Top Three Things**

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

**I must complete**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Don't Forget!!!**


**I really should**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**calls, emails, texts,**

- |       |   |   |   |
|-------|---|---|---|
| _____ |    |    |    |
| _____ |   |   |   |
| _____ |  |  |  |
| _____ |  |  |  |
| _____ |  |  |  |
| _____ |  |  |  |
| _____ |  |  |  |

**errands to run**


**if I have time**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**Worries for Another Week**
