Weekly Review

How did this week go?
What are my overall thoughts and feelings about how the week went?

What did I get done?
List everything that I accomplished or finished this week whether it was on my list or not.

Did I accomplish my top priority tasks/items?
If not, why not? Are they really a priority or do I need to re-evaluate them?

What's left on my to-do list?
Why is it still there?

What worked really well?

What didn't work well and why?

What can I do to make that better for next week?

What did I procrastinate on and why?
Is it a recurring item I keep procrastinating on? Do I need to re-evaluate these items?

What can I do to make it hard to procrastinate on that next week?

What need to happen next week?

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