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iatt.	
FOCUS FOR THE DAY	My Daily Top Three
	1
	2
	3
	DO NOT FORGET
— Important and Urgent Tasks —	DO NOT FORGET
Important and Orgent Tasks	
	———— Calls, Emails, Texts ————
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Other Tasks	<u> </u>
	<b>&amp;</b> ⊠ <b>f</b>
	Errands to Run
	Errands to Kuri
———— Fun Stuff —————	
	WORRIES FOR ANOTHER DAY

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**DAILY TO-DOS** 

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**DAILY TO-DOS**