

# MY *daily* PLANS

TOP 3

Three horizontal lines for writing the top 3 items, with three grey circles to the left of each line.

## SCHEDULE

Vertical time slots for scheduling, each with a horizontal line for notes:

- 6:00
- 7:00
- 8:00
- 9:00
- 10:00
- 11:00
- 12:00
- 1:00
- 2:00
- 3:00
- 4:00
- 5:00
- 6:00
- 7:00
- 8:00
- 9:00

## IMPORTANT

Five rows for important tasks, each with a box containing a colon and a horizontal line:

- : \_\_\_\_\_
- : \_\_\_\_\_
- : \_\_\_\_\_
- : \_\_\_\_\_
- : \_\_\_\_\_

*notes*

Large grey rectangular area for taking notes.