

# PLANNING SHEETS

DAILY PLANNER ◦ WEEKEND PLANNER ◦ WEEKLY GOALS ◦ MONTHLY GOALS ◦ YEARLY PLANNING  
MEAL PLANNER ◦ MEETING/PROJECT PLANNER ◦ NOTES

*FORMATTED TO FIT IN A MINI 3-RING BINDER*

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@CAITALEXANDRIA

DAY & DATE:

PRIORITIES:

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SPECIAL MEETINGS/APPOINTMENTS:

TO-DO:

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PERSONAL:

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NOTES:

DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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DAY & DATE:

PRIORITIES:

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SPECIAL MEETINGS/APPOINTMENTS:

TO-DO:

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PERSONAL:

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NOTES:

DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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SATURDAY:

SUNDAY:

ERRANDS/APPOINTMENTS:

ERRANDS/APPOINTMENTS:

LUNCH:

DINNER:

LUNCH:

DINNER:

DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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TO-DO:

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RELAX:

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SATURDAY:

SUNDAY:

ERRANDS/APPOINTMENTS:

ERRANDS/APPOINTMENTS:

LUNCH:

DINNER:

LUNCH:

DINNER:

DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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DO ONE THING EACH DAY IN THE DIRECTION OF YOUR DREAMS:

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TO-DO:

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RELAX:

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YEARLY PLANNING:

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

YEARLY PLANNING:

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

MONTHLY GOALS:

THIS MONTH, I WILL FOCUS ON THESE TASKS TO MOVE ME CLOSER TO REACHING MY GOALS:

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

WEEK ONE:

WEEK TWO:

WEEK THREE:

WEEK FOUR:

WEEK FIVE:

MONTHLY GOALS:

THIS MONTH, I WILL FOCUS ON THESE TASKS TO MOVE ME CLOSER TO REACHING MY GOALS:

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

WEEK ONE:

WEEK TWO:

WEEK THREE:

WEEK FOUR:

WEEK FIVE:

WEEKLY GOALS:

MONDAY:

TUESDAY:

WEDNESDAY:

THURSDAY:

FRIDAY:

NOTES:

WEEKLY GOALS:

MONDAY:

TUESDAY:

WEDNESDAY:

THURSDAY:

FRIDAY:

NOTES:

WEEKLY MEALS:

MONDAY:

GROCERIES:

TUESDAY:

GROCERIES:

WEDNESDAY:

GROCERIES:

THURSDAY:

GROCERIES:

FRIDAY:

GROCERIES:

SATURDAY:

GROCERIES:

SUNDAY:

GROCERIES:

WEEKLY MEALS:

MONDAY:

GROCERIES:

TUESDAY:

GROCERIES:

WEDNESDAY:

GROCERIES:

THURSDAY:

GROCERIES:

FRIDAY:

GROCERIES:

SATURDAY:

GROCERIES:

SUNDAY:

GROCERIES:

MEETING/PROJECT: .....

DATE: \_\_\_\_\_

CONTACT PERSON/MEETING WITH/REQUESTED BY: \_\_\_\_\_

Horizontal lines for notes.

MEETING/PROJECT: .....

DATE: \_\_\_\_\_

CONTACT PERSON/MEETING WITH/REQUESTED BY: \_\_\_\_\_

Horizontal lines for notes.



