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WEEKLY TIME BLOCKING

WEEK OF

THEME OR FOCUS FOR THE WEEK

MUST FINISH

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							

Hours budget

Category	Plan	Actual	+/-
Total			

REVIEW: WHAT PUSHED BLOCKS AROUND?