ORGANIZE IT Weekly Planner

Track projects, next actions and roles and responsibilities in your life

17th Oct 2008

MON	TUE	WED	THU	FRI	SAT	SUN
Do blog post	Ring Sarah	Do blog post	Conference all day	Do blog post	Plan family outing	Weekly review
Weekly food shop	Type up report	Wash car		Post parcel	Rent a film	
TIME: AM						
9:30 Meeting		8:00 School trip	9:00 Conference	10:30 Haircut		11:00 Parents over
						11:30 Lunch
TIME: PM						
6:00 Gym	2:25 Dentist	4:30 Kids return		6:00 Gym	3:00 Football	
		6:00 Gym		7:30 Dinner		

ROLE, RESPONSIBILITY OR CONTEXT		
Home-owner		
Hoover bedroom carpet		
Paint hallway ceiling		
De-clutter hallway		
Iron clothes		
Clean the dishes		
Empty intray		
Change bed sheets		

NEXT ACTIONS
Pay electricity bill
Ring parents
Iron suit
Return library book
Search for birthday present
Backup blog

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