

<i>the weekly worksheet</i>		<i>week of:</i>	<i>monday</i>	<i>tuesday</i>
roles	goals	weekly priorities	priorities & reviews	
➤				
➤				
➤				
➤			appointments & commitments	
➤			08	08
			09	09
			10	10
➤			11	11
			12	12
			13	13
➤		reminders	14	14
➤		<i>at the end of each week:</i>	15	15
		w1.) relook at your roots/values	16	16
		w2.) review how the week went	17	17
		w3.) decide next week's goals	18	18
		w4.) schedule in these goals	19	19
self care		<i>on a daily basis:</i>	20	20
physical		d1.) remember to connect to	21	21
mental		your roots at moments of choice	22	22
emotional/social		d2.) review how the day has		
spiritual		gone; note insights & intentions		

<i>wednesday</i>	<i>thursday</i>	<i>friday</i>	<i>saturday</i>	<i>sunday</i>
priorities & reviews		priorities & reviews		
appointments & commitments		appointments & commitments		
08	08	08	08	08
09	09	09	09	09
10	10	10	10	10
11	11	11	11	11
12	12	12	12	12
13	13	13	13	13
14	14	14	14	14
15	15	15	15	15
16	16	16	16	16
17	17	17	17	17
18	18	18	18	18
19	19	19	19	19
20	20	20	20	20
21	21	21	21	21
22	22	22	22	22

adapted from the worksheet outline in *The seven habits of highly effective people* by Stephen Covey