

Weekly Planner

Start your work week right with this task scheduler and tracker.


Weekly Overview: MM/DD-DD

MON	TUE	WED	THU	FRI
<ul style="list-style-type: none">Add the day's tasks here.	<ul style="list-style-type: none">Switch them up to indicate degrees of importance.	<ul style="list-style-type: none">Continue plotting out your tasks.	<ul style="list-style-type: none">Continue plotting out your tasks.	<ul style="list-style-type: none">Continue plotting out your tasks.

This Week's Tasks: MM/DD-DD

Status	Action Items
<input type="checkbox"/>	What needs to be done? If you're working on different projects, be sure to include the project name, too!
<input type="checkbox"/>	<p>Project A: Task Deliverables</p> <ul style="list-style-type: none">Task Owner: Write the name hereDue Date: MM/DD/YYNotes: Are there any special considerations? Is the task blocked or paused? Write them here. Updates and links are welcome, too.
<input type="checkbox"/>	<p>Project B: Task Deliverables</p> <ul style="list-style-type: none">Task Owner: Write the name hereDue Date: MM/DD/YYNotes: Are there any special considerations? Is the task blocked or paused? Write them here. Updates and links are welcome, too.

Upcoming Week: MM/DD-DD

Action Items	Notes	Task Owner
<ul style="list-style-type: none">Need to work on a task the following week? Add it here!	Add special considerations, details, or blockers here	<div></div> <div>Write the name here</div>