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PAP - 1601
The Burn Up List

I started off this week by first looking at all of the zero weighted assignments. Normally I would go straight for the ones that have a percentage with it and try to knock it out but I figured I would try something new this week. I plan on doing these assignments listed below first so that I can have more clarity on the weighted assignments, such as a research and other information that might contribute to the task.

Tuesday - 1/19/2016

- Burn Up List
- Wk 3: The Week Ahead
- Career Module: (Putting it here for good habits but don't have the career module)
- Wk 3: Go To Training (Watch the Archive)
- Communicating with Clarity
- Wk 3: Research
- Wk 3: Development

Since I will be working and packing at the same time on Wednesday, I will use this day for a quick glance at an assignment or try to knock out one of the less time consuming tasks so that I don't lose focus as much. Thursday I have off of work so I plan on starting the weighted assignments in the following order.

Thursday - 1/21/2016

- Wk 3: Project & Portfolio
- Communicating with Visual Tools
- Wk 3: Anchor Points
- The Burn-Up List (For Week 4)

My biggest problems so far with my time estimations and planning is that if I am struggling with an assignment that is a high percentage and not due for a couple of days, I tend to forget the smaller assignments or second parts of them such as replying or not hitting complete on the Go To Meeting assignment. That is my goal for this next week.