**Thoughts for the last week:** This week...

**Thoughts for the week to come:** Next week is...

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***Time Spent on Weekly Evaluation:***

***Things to Remember from this Week:***

***Memories of the Amazing, Interesting and Unique***

**Weekly Evaluation TODOs**

☐Free-form Weekly Reflection

☐Time Evaluation with RescueTime and Toggl

☐[Fill Out Questionnaire Form](http://goo.gl/forms/7kW1GMze9p)

☐Biggest Boulder Check-in / Rewrite

☐Schedule 2-3 writing blocks in calendar

☐Email: Inbox Zero

☐Task and Project Review: 1> Brain Dump

☐Task and Project Review: 2> Review Evernote Todo list of actionables

☐Task and Project Review: 3> Process Unprocessed Evernote Stuff

☐Task and Project Review: 4> Review Phone Notes

☐What did I publish this past week?

☐Review Blog/Writing Ideas + Drafts

☐Cleanup Computer Desktop to create actionables and order

☐Check LinkedIn Connection #s or Twitter Follower Numbers

**A Few More Questions to reflect on...**

**1. What was the most enjoyable work activity of the last week?**

**2. What were some frustrating or boring moments you had?**

**3. How can you avoid that going forward?**

**4. What are your biggest and most exciting challenges for the week to come?**

**5. What do you need to get there?**

**Activities Summary:**

*[paste weekly RescueTime Email here]*

**Time Analysis:**

Computer time:

Computer Productivity Score:

What about offline time?

**Toggl Time:**

**XX hours**

Personal Time:

Work Time:

**Pomodoros Time:**

**XX tomatoes**

**Last week's Daily accomplishments**

{paste here}

**Notes / Analysis on the Process:**

**Some Raw-er Data**

**Toggl Report**