

## My Priorities from June 15 to June 18

15<sup>th</sup> June 2021

In the next three days, I will invest my time in searching for full-time jobs, preparing for behavioural and technical interviews, and studying for the driver license test. These are the most important tasks that I must complete successfully within this period. To do this, I must roll out an action plan.

On 15<sup>th</sup> June 2021, which is today, I will roll out the action plan by 5:00 PM afternoon. This is a critical step because without a plan, I cannot work effectively and measure my successfulness. The plan shall detail my goals, general guiding principles, specific steps to take, and measurement of successfulness. It shall be written and saved in a Word document. The plan shall be stored for two more days after this period is over. I may update this plan as appropriate when I execute the plan.

Li Zhaozhi