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|--------------|--------------------------|-------------|---------------------|--------|---------------------|---------------|---------------|-----------------|------------------|------------------------|-------------------|--------------------------|-------------|--------------|-------------|--------------|-------------|-------------|---------------|---------------|------------------|------------------|-------------|-------------|--|
| | | | | | | | | | | | T | ask | | | | | | | | | | | Та | ask | |
| | Every: Weeks / Month | | | | | | | | | | | | E۱ | Every: □ Wee | | | | | | eks / □ Month | | | | | |
| | J | F | М | Α | М | J | J | Α | S | 0 | N | D | J | F | М | Α | М | J | J | Α | S | 0 | N | D | |
| 1st | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 15th | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 31 st | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | Tack | | | | | | | | | | | | | T-al- | | | | | | | | | | | |
| | Task | | | | | | | | | | | | | Tasi | | | | | | | | | | | |
| | E٧ | er. | y: _ | | _ □ Weeks / □ Month | | | | | | E۱ | Every: | | | | _□ Weeks / □ | | | | | Month | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | |
| | J | F | М | Α | М | J | J | Α | S | 0 | Ν | D | J | F | М | Α | М | J | J | Α | S | 0 | Ν | D | |
| 1st | Ť | - | M o | | | ၂ ၀ | ၂ ၀ | | S ေ | | N o | D o | J | F o | | А | М | Ė | ၂ ၀ | | | O ် | | D o | |
| 1st 15th | 0 | 0 | | | | | Ė | | | | | Н | | | | | | Ė | Ė | | | Ė | | \dashv | |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 15th | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 15th | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 15th | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 15th | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | 0 0 | |
| 15th | 0 0 | 0 | 0 0 | 0 | 0 | 0 | 0 | 0 0 | 0 0 | 0 0 | 0 0 | o o | 0 0 | 0 0 | 0 | 0 | 0 0 | 0 | 0 | 0 0 | 0 0 | 0 | O O | o o | |
| 15th | 0 0 | 0 | 0 0 | 0 | 0 | 0 | 0 | 0 0 | 0 0 | 0 0 | 0 0 | o o | 0 0 | 0 0 | 0 | 0 | 0 0 | 0 | 0 | 0 0 | 0 0 | 0 | O O | o o | |
| 15th | 0 0 | 0 | o o o | 0 | 0 0 0 | 0 | 0 | 0 0 | 0 0 | о о о мо | 0 0 | o o o ask | 0 0 | o o o | 0 | 0 | 0 0 0 | o o o | 0 | 0 0 | 0 0 | o o o | O O | o o o | |
| 15th | 0 0 0 | o o | o o o | 0 | 0 0 | o o o | o | 。 。 。 | 0 0 0 | о о о мо | o o o | o o o ask | 0 0 0 | o o o | o o o | 0 | 0 0 0 | o o o | o o o | 0 0 | 0 0 | o o o | o o o | o o o | |
| 15th 31st | ○ ○ ○ ○ I | o o o | о о о у: _ | 0 0 | 0 0 0 0 | o o o | o o o | o o o | 。 。 。 S | о о о о мо | o o o Ti | o o o assk h | E\ | o o o | о о о | 0 0 | 0 0 0 | o o o | o o o | 0 0 0 | 。 。 。 S | о о о о | o o o | o o o | |

 $[\]bigcirc$ Nothing to do / \bigcirc On due / – Not done / \times Completed