



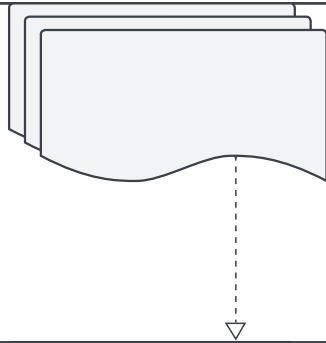
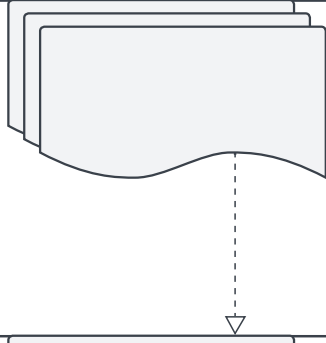
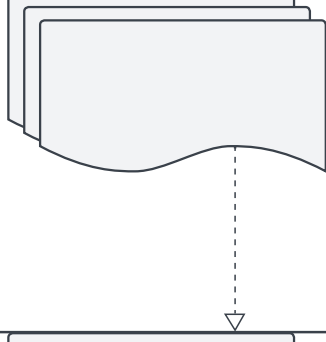
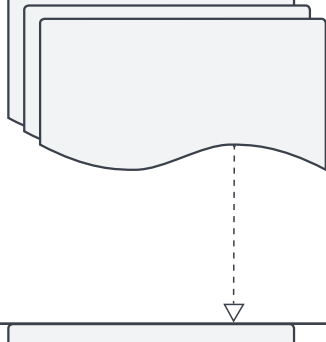
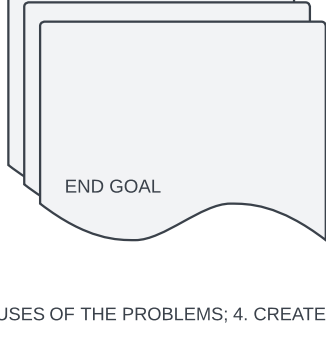
Build with The4To1Method™

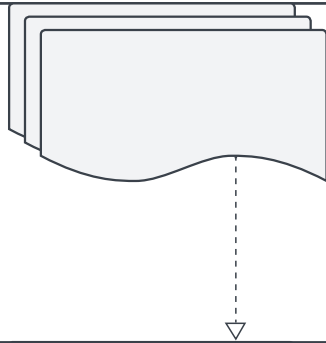
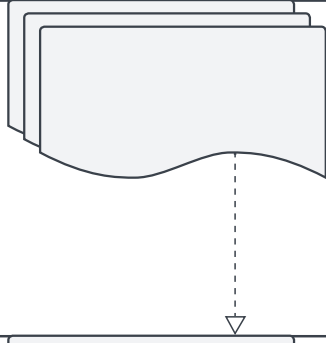
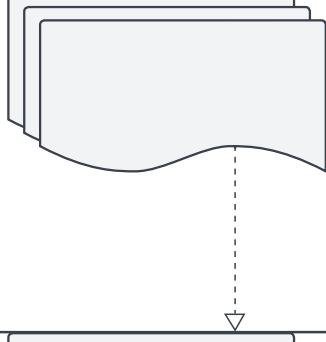
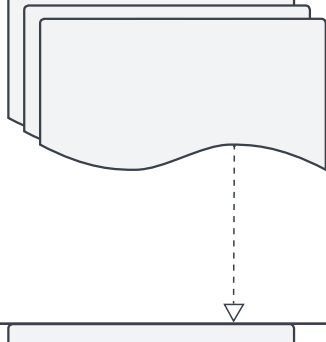
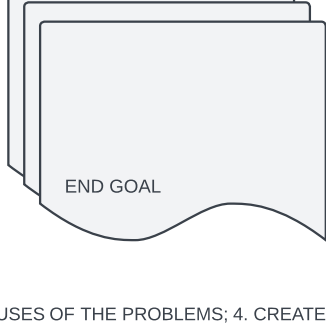
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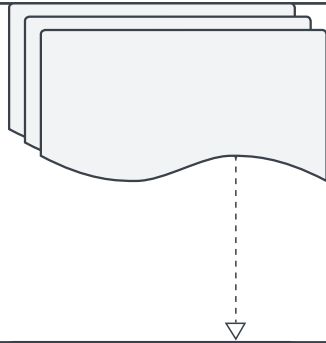
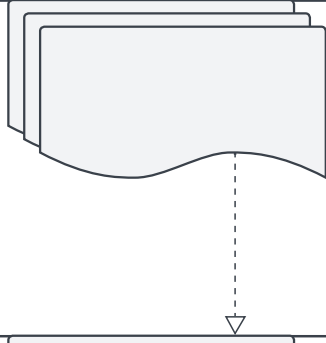
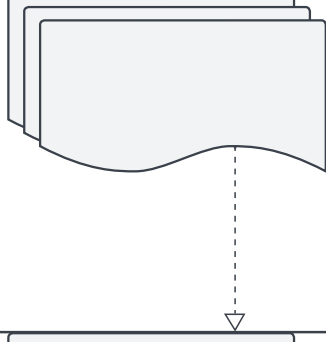
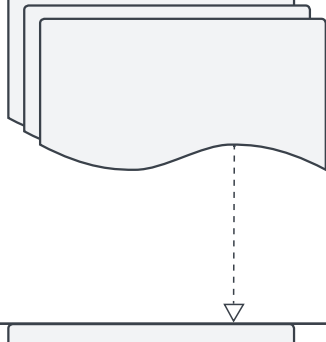
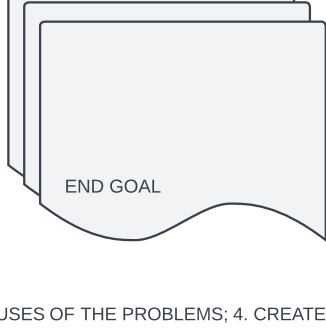
To-Do List

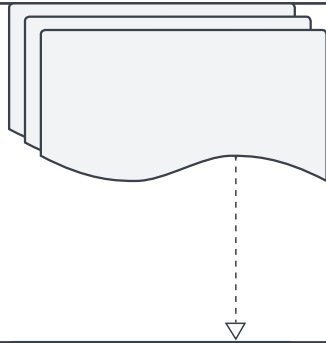
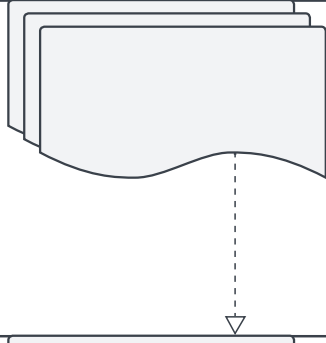
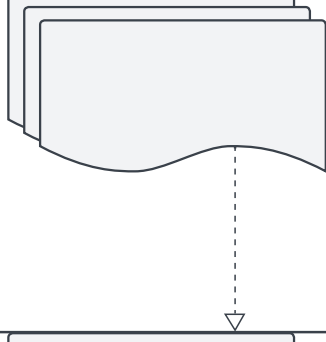
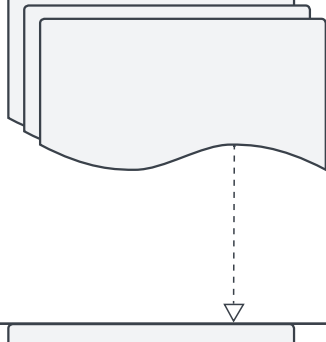
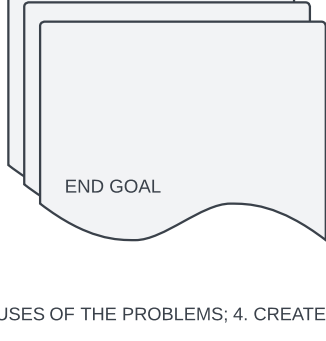
Not-To-Do Projects

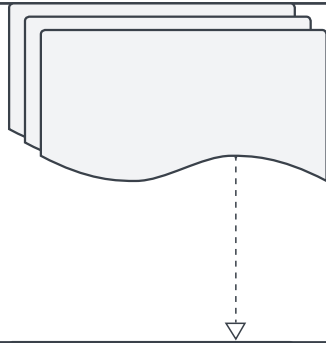
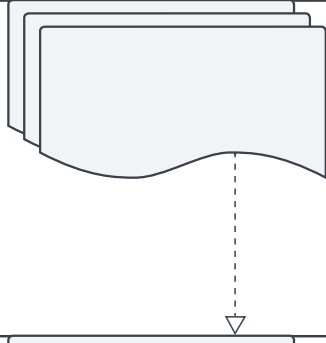
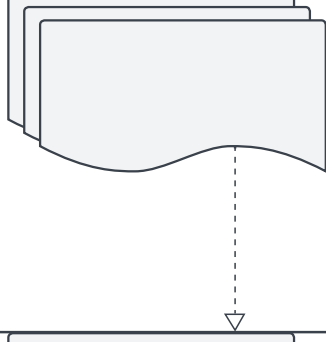
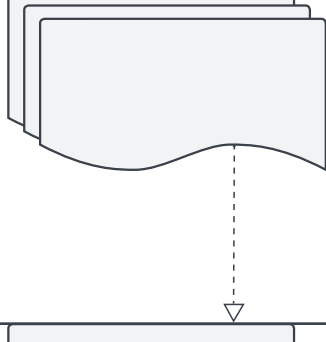
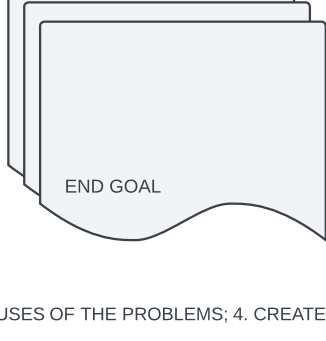
4-Year Plan

4 YEAR PLAN - OUTLINE	
MONTH PLANNED	
	
	
	
5-STEP PROCESS	

4 YEAR PLAN - OUTLINE	
MONTH PLANNED	
	
	
	
5-STEP PROCESS	

4 YEAR PLAN - OUTLINE	
MONTH PLANNED	
	
	
	
5-STEP PROCESS	

4 YEAR PLAN - OUTLINE	
MONTH PLANNED	
	
	
	
5-STEP PROCESS	

4 YEAR PLAN - OUTLINE	
MONTH PLANNED	
	
	
	
5-STEP PROCESS	

3-Month Log

3-Month Log (Gantt Chart)

	PROJECT	SUB-PROJECT	TASK	NOTE	
1					1
2					2
3					3
4					4
5					5
6					6
7					7
8					8
9					9
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30					30
31					31
32					32
33					33

5-STEP
PROCESS

1. SET CLEAR GOALS; 2. IDENTIFY PROBLEMS OBSTRUCTING YOUR GOALS; 3. FIND ROOT CAUSES OF THE PROBLEMS; 4. CREATE SOLUTIONS TO THE ROOT CAUSES; 5. TAKE ACTION TO IMPLEMENT THE SOLUTIONS.

	Month 1										Month 2										Month 3									
	W1	W2	W3	W4							W1	W2	W3	W4							W1	W2	W3	W4						
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1 Day in a Week

1. SET CLEAR GOALS; 2. IDENTIFY PROBLEMS obstructing your goals;
3. FIND ROOT CAUSES of the problems; 4. CREATE SOLUTIONS to the root causes;
5. TAKE ACTION to implement the solutions.

5-STEP PROCESS

PROJECT

TASK

Completion
Check Box

Notice-
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Events

Day of
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5-STEP PROCESS

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Events

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5-STEP PROCESS

PROJECT

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Completion Check Box

Notice-able Events

Day of Week

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5-STEP PROCESS

PROJECT

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Check Box

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Week

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