

SCHEDULE BOOK

Optimization Suggestions

日程优化建议

TO - DO PROJECTS

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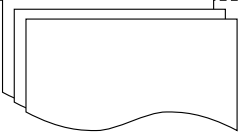
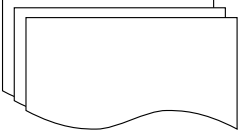
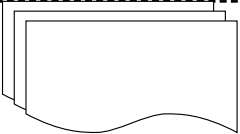
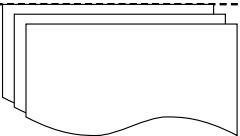
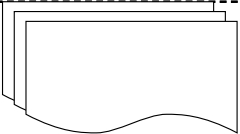
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**FOUR
YEAR
PLAN**

4
YEAR
PLAN

OUTLINE

MONTH PLANNED



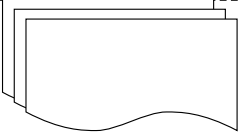
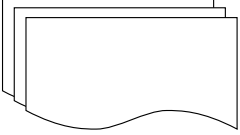
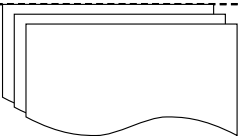
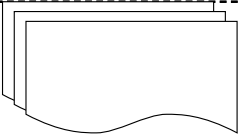
DALIO'S
5-STEP
PROCESS

1. HAVE CLEAR GOALS. 2. IDENTIFY AND DON'T TOLERATE THE PROBLEM THAT STAND IN THE WAY OF YOUR ACHIEVING THOSE GOALS. 3. ACCURATELY DIAGNOSE THE PROBLEMS TO GET AT THEIR ROOT CAUSES. 4. DESIGN PLANS THAT WILL GET YOU AROUND THEM. 5. DO WHAT'S NECESSARY TO PUSH THESE DESIGNS THROUGH TO RESULTS.

4
YEAR
PLAN

OUTLINE

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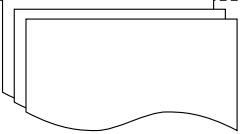
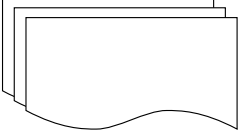
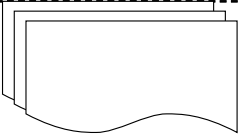
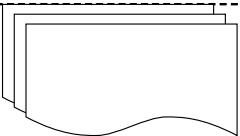
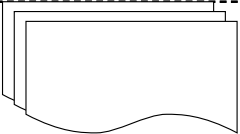
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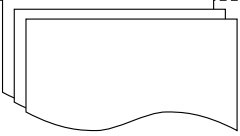
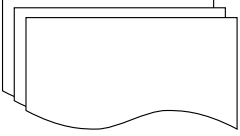
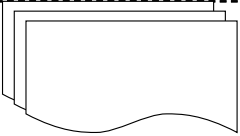
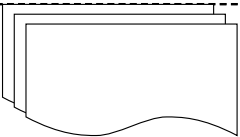
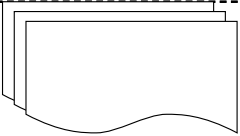
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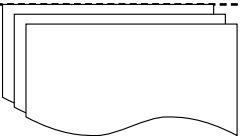
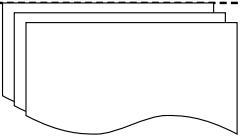
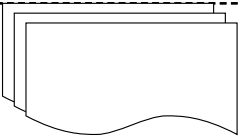
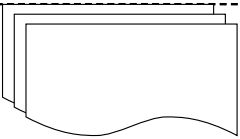
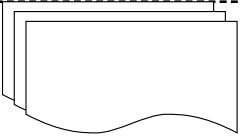
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**T H R E E
M O N T H
L O G**

3_Month_Log (Gantt Chart)

	PROJECT	SUB-PROJECT	TASK	NOTE	
1					1
2					2
3					3
4					4
5					5
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32					32
33					33

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[illegible]

**WEEKLY
TRACKING
SHEET**

1. Have clear goals.

2. Identify and don't tolerate the problem that stand in the way of your achieving those goals.

3. Accurately diagnose the problems to get at their root causes.

4. Design plans that will get you around them.

5. Do what's necessary to push these designs through the results.

Noticeable
Events

DALIO'S 5-STEP PROCESS

DAY of WEEK

1

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3

PROJECT :

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NOTES

			Noticeable Events
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DAY of WEEK

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DAY of WEEK

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