

THINGS TO DO

Twenty numbered lines with a box each. Urgent things go in the Don't forget box; nice-to-dos wait in Someday.

For _____ Date _____

#		Thing to do
1	☐	
2	☐	
3	☐	
4	☐	
5	☐	
6	☐	
7	☐	
8	☐	
9	☐	
10	☐	
11	☐	
12	☐	
13	☐	
14	☐	
15	☐	
16	☐	
17	☐	
18	☐	
19	☐	
20	☐	

DON'T FORGET

SOMEDAY

Done ____ of ____