

Weekly Planning Worksheet

Today's Date:

How Many Days/Hours I'll Be Working This Week:

This week I'm MOST EXCITED about:

BIG BIZ GOAL for this year (financial/other)

How close am I to reaching this goal?
 0 1 2 3 4 5 6 7 8 9 10
 (0 = not even started / 10 = reached)

<u>High-Payoff Goals this Week</u> (Business / Personal)
1.
2.
3.
4.
5.

Other Key Intentions

Important Calls/Connections

On the Horizon

End-of-Week Notes (what I learned, noticed, new ideas, etc.)