

To Do List for Time Management Tasks

daily to do's date:

<p>Daily Focus</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p style="text-align: center;">I must complete</p> <ul style="list-style-type: none"><input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____ <p style="text-align: center;">I really should</p> <ul style="list-style-type: none"><input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____ <p style="text-align: center;">if I have time</p> <ul style="list-style-type: none"><input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____<input type="checkbox"/> _____	<p style="text-align: center;">Top Three Things</p> <p>1 _____</p> <p>2 _____</p> <p>3 _____</p> <div style="border: 1px solid red; padding: 5px; margin-top: 10px;"><p style="text-align: center; background-color: #e91e63; color: white; padding: 2px;">Don't Forget!!!</p><hr/><hr/><hr/><hr/><hr/><hr/><hr/><hr/><hr/><hr/></div> <p style="text-align: center; margin-top: 10px;">calls, emails, texts,</p> <ul style="list-style-type: none">_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠_____ ☎️ ✉️ 🏠 <p style="text-align: center; margin-top: 10px;">errands to run</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Worries for Another Day
