



THE ULTIMATE

PRODUCTIVITY TO-DO LIST

To Do

DATE: / /

M T W TH F SA SU

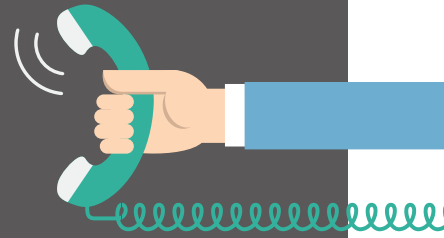
I AM THANKFUL FOR:

TODAY'S GOALS

- _____
- _____
- _____
- _____
- _____

DAILIES:

- RESPOND TO EMAILS
- FOLLOW-UPS/PHONE CALLS
- WRITE TOMORROW'S GOALS



TO DO'S

- _____
- _____
- _____
- _____
- _____



SCHEDULE TIME FOR EMAIL

FROM ____:____ TO ____:____

STAY HYDRATED!



GET MOVING!

DID YOU EXERCISE AT LEAST 30 MINUTES TODAY?

- YES
- NO



APPOINTMENTS:

TIME	EVENT
____:____	_____
____:____	_____
____:____	_____



WHAT GOOD DID YOU DO TODAY?



ACCELITY MARKETING