

Getting Organised

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	To-do list					
6 – 7 am	·	,	,	•	•	,	•	Academic					
7 – 8 am								1					
8 – 9 am								1					
9 – 10 am								1					
10 – 11 am								-					
11 am – 12 pm								1					
12 – 1 pm								Personal					
1 – 2 pm								1					
2 – 3 pm								1					
3 – 4 pm								1					
4 – 5 pm								1					
5 – 6 pm								7					



Getting Organised

Weekly planner (Monday to Sunday, 24 hours)											
Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	To-do list			
6 – 7 pm								Prioritise A, B, C			
7 – 8 pm								Academic			
8 – 9 pm											
9 – 10 pm											
10 – 11 pm											
11 pm – 12 am											
12 – 1 am								Personal			
1 – 2 am											
2 – 3 am											
3 – 4 am											
4 – 5 am											
5 – 6 am											

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