

WHAT TO INCLUDE ON A

WEEKLY LAYOUT

WHAT'S GOING ON

- EVENTS
- APPOINTMENTS
- SCHEDULES (E.G. STUDY, WORK, PERSONAL, ETC.)

TASKS AND NOTES

- DAILY TASKS
- WEEKLY TASKS
- THEMED TASK LISTS (E.G. AT WORK / HOME / SCHOOL, CHORES, ETC.)
- THEMED NOTES (E.G. LISTS FOR IDEAS / SHOPPING / HEALTH NOTES / BOOK NOTES / ETC.)
- NEXT WEEK SPACE

TRACKERS AND LOGS

- HABITS
- WEATHER
- STUDY
- SLEEP
- TIME TRACKER
- MOOD
- STEPS
- WORKOUT / FITNESS LOG
- MEAL PLANNER / LOG
- GRATITUDE

GOAL-RELATED

- WEEKLY GOALS
- GOAL ACTION STEPS
- WEEKLY PRIORITIES

END OF WEEK

- REFLECTION
- MEMORIES
- WEEKLY HIGHLIGHTS
- "CURRENTLY"

SPACE FILLERS

- QUOTES
- DOODLES
- WASHI TAPE
- STICKERS
- MINI-CALENDARS