# Weekly To Do List

**This Week**

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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</thead>
</table>

## Must Do This Week

1. 
2. 
3. 

## Calls to Make

1. Re: 
2. Re: 
3. Re: 

## Emails to Write

1. Re: 
2. Re: 
3. Re: 

## The Complete List of Things to Do

1. 
2. 
3. 
4. 
5. 

## 10 Minute “Just Get It Done” Projects

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<th>Notes</th>
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