

# MODERN HYBRID WORK

## Schedule Planner

Employee Name: Riley Morgan

Position: Project Coordinator

| DAY       | WORK LOCATION | PLANNED TASKS                             |
|-----------|---------------|-------------------------------------------|
| Monday    | Office        | Project kickoff meeting, task assignments |
| Tuesday   |               |                                           |
| Wednesday |               |                                           |
| Thursday  |               |                                           |
| Friday    |               |                                           |
| Saturday  |               |                                           |
| Sunday    |               |                                           |

# Hybrid Work Planner

**B Lingard**



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