

# TIME BLOCKING PLANNER

Printable Template

Canva

AI

EPS

PDF

The image shows a double-page spread of a time blocking planner template. Each page has a header for 'Time Blocking' with a date field. The main content area is divided into three columns: a large task area on the left, a smaller area in the middle with a vertical list of time slots, and a rightmost area with a vertical list of time slots. At the bottom of each page is a section for 'Notes'.

**Left Page:**

- Time Blocking** (Header)
- Date:** [ ]
- Task Area:** A large rectangular area for writing tasks.
- Time Slots:** A vertical list of time slots on the right side of the task area.
- Notes:** A section at the bottom for additional notes.

**Right Page:**

- Time Blocking** (Header)
- Date:** [ ]
- Task Area:** A large rectangular area for writing tasks.
- Time Slots:** A vertical list of time slots on the right side of the task area.
- Notes:** A section at the bottom for additional notes.

# Checklist Time Blocking Planner

**Ying-Ying Zheng**

A red circular graphic with a gradient, appearing as a semi-circle or a partial circle, located to the right of the author's name.

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