



WEEKLY & MONTHLY PLANNER SPREADSHEETS

TIME BLOCKING

Madeline's
WEEKLY TIME BLOCKING

MONTH	July
Week	Week 2 (28 Jul to 04 Aug)

CATEGORY TIME TRACKER

Week 2 (28 Jul to 04 Aug)



CATEGORY	hrs	%
work	40.0	24%
Sleeping	56.0	33%
Free Time	28.0	17%
Commute	12.0	7%
Exercise	10.0	6%
Family Time	9.0	5%
Morning Routine	8.0	5%
Personal Chores	6.0	4%
Lunch	5.0	3%
Bedtime Routine	2.0	1%

Monday, 8 July

Your day is planned!

START TIME	CATEGORY	ACTIVITY	DURATION	
			hr	min
7:00 am	Morning Routine	Morning Workout	1	0
7:30 am	Morning Routine	Wake Up	0	30
8:00 am	Morning Routine	Breakfast	0	30
8:30 am	Commute	Drive to work	0	30
9:00 am	Work	Project Meeting	0	30
9:30 am	Work	Work on Report	0	30
10:00 am	Lunch	Lunch Break	0	30
10:30 am	Work	Client Call	0	30
1:00 pm	Work	Team Collaboration	0	30
4:00 pm	Errands	Grocery Shopping	0	30
5:00 pm	Errands	Pick Up Dry Cleaning	0	30
6:00 pm	Errands	Bank Visit	0	30
6:30 pm	Commute	Drive to Home	0	30
7:00 pm	Family Time	Dinner with Family	0	30
8:00 pm	Free Time	Read a Book	0	30
9:00 pm	Personal Chores	Clean the House	0	30
10:00 pm	Free Time	Check Social Media	0	30
10:30 pm	Personal Chores	Online Course	0	30
10:45 pm	Bedtime Routine	Prepare for Bed	0	15
11:00 pm	Free Time	Play a Musical Instrument	0	30
11:30 pm	Free Time	Meditation	0	30
11:45 pm	Free Time	Plan the Next Day	0	15
12:00 am	Bedtime	Sleep	1	0

Tuesday, 9 July

10 min left to go

START TIME	CATEGORY	
8:00 pm	Commute	
8:30 pm	Family Time	
10:00 pm	Free Time	
10:30 pm	Free Time	
10:45 pm	Personal Chores	
11:00 pm	Free Time	
11:30 pm	Bedtime Routine	
11:45 pm	Free Time	
12:00 am	Free Time	
1:00 am		
1:30 am		
2:00 am		

EASY TO USE

VIDEO TUTORIAL

WEEKLY TIME BLOCK

SMART CALENDAR

Pro Time Blocking Planner

Jiyuan Zhang



Pro Time Blocking Planner:

The Time-Block Planner Cal Newport, 2020 *Master Your Time: Free Planners and Productivity Tools for Coaches*

Pastor Yves Gerard, Master Your Time Free Planners and Productivity Tools for Coaches In the chaotic whirlwind of life where every moment seems to slip through our fingers like grains of sand Master Your Time emerges as a beacon of hope for coaches striving to reclaim their time and enhance their productivity Imagine standing at the precipice of your dreams yet feeling ensnared by the relentless demands of daily life Picture a coach once brimming with passion and purpose now drowning in a sea of unfulfilled tasks and overwhelming responsibilities This was the reality for Sarah a dedicated life coach who found herself overwhelmed by her burgeoning client list and the myriad of administrative duties that accompanied it Each day felt like an uphill battle with her dreams fading into the background as she struggled to keep pace However everything changed when she discovered Master Your Time This transformative resource offered her not just free planners and productivity tools but also a lifeline a structured approach to time management that reignited her passion for coaching With meticulously designed planners that catered specifically to her needs Sarah learned to prioritize her tasks effectively carving out precious moments for both her clients and her The once distant dream of achieving work life balance became a tangible reality as she embraced these tools The dramatic shift in her life was palpable she transformed from a frazzled coach into a powerhouse of productivity inspiring others with her newfound clarity and focus Master Your Time is not merely a collection of planners it is an invitation to reclaim your time harness your potential and master the art of living fully an essential companion for any coach ready to rise above the mist and shine brightly in their calling *Master Your Day : The Complete Productivity System from 10 Iconic Books* HGU, 2025-06-25 Master Your Day The Complete Productivity System from 10 Iconic Books is your shortcut to a better life Imagine having the world's most powerful productivity secrets distilled into one actionable guide no fluff just results Struggling with distractions Drowning in to do lists Feeling stuck in procrastination cycles This book has the antidote You'll uncover the proven systems behind Getting Things Done the laser focus of Deep Work and the time mastery of The Pomodoro Technique Learn how to Eat That Frog tackle your hardest tasks first and embrace Essentialism by focusing only on what truly matters Supercharge your mornings with The Miracle Morning and master the art of time blocking to protect your focus in today's noisy world But it's not just about work This book also teaches how to stop worrying reduce stress and actually enjoy the process of getting things done thanks to timeless wisdom from Dale Carnegie's How to Stop Worrying and Start Living Whether you're an entrepreneur student creative or professional Master Your Day equips you with a complete toolkit mindset shifts habits time management hacks and laser focused work strategies This is not just productivity it's life design Ready to reclaim your time energy and focus Open this book Wake up with purpose Focus with precision Finish strong Your most productive stress free and successful life starts right here MasterYourDay ProductivityHacks TimeManagement FocusOnWhatMatters DeepWork PomodoroTechnique

GetThingsDone GTD MorningRoutine TheMiracleMorning StopProcrastinating Essentialism EatThatFrog MakeTime
PowerOfFocus TimeBlocking WorkSmarter ProductivityTips MindsetMatters DailySuccess LifeOptimization PersonalGrowth
SelfImprovement GoalSetting DisciplineEqualsFreedom NoMoreDistractions FinishStrong HighPerformanceHabits
SuccessMindset PeakProductivity MindfulProductivity SelfDiscipline StressFreeSuccess WinningMindset DailyHabits
RoutineForSuccess WorkLifeBalance ProductivityCoach FocusDriven LevelUpYourLife SuccessBlueprint **Time**

Management for Event Planners Judy Allen, 2009-12-09 Event planning never stops This industry goes 24 7 365 days a year Planners work evenings weekends and holidays often far away from their home base organizing and running events that simply must go on and go smoothly Missing a critical deadline is not an option in the event planning field Time management errors can cost a company a potential sale lose them an existing customer and damage their professional reputation Burnout and chaos are real risks in this hectic world of deadlines and multiple projects Planners often find themselves working down to the wire against crushing deadlines and a mountain of obstacles that impede their progress Too frequently there is not enough time to get the job done properly let alone to spend on personal or professional pursuits And for many involved in the event planning field there is the extra dimension of travel to factor in juggling multiple projects on a daily basis across a multitude of time zones For smooth event implementation and for business success it is essential that planners know how to manage their own time as well as they manage an event Time Management for Event Planners teaches readers how to successfully manage their workload and do what matters most when it matters most Analyze and prioritize tasks Structure your workload and your day for maximum performance Identify red flag activities that hinder productivity Reduce stress producing time crunches Identify when extra help is needed as well as how to delegate outsource and even partner with suppliers in crunch periods Work with rather than against deadlines Save time using technology Manage multiple projects even in multiple time zones Balance your personal and professional life Whether you are an event planner a hospitality professional in public relations or other related fields Time Management for Event Planners offers time saving tips techniques examples and expert insight that will help you get time on your side **Time Block to Win** T.S Avini, 2025-08-06

Are endless tasks and distractions stretching you thin Discover a breakthrough system designed to bring harmony to your hectic schedule with Time Block to Win A Proven Daily System for School Focus and Free Time Here time blocking isn t just a skill it s your way to victory in managing time Strategic Time Management Learn how to prioritize effectively ensuring that important tasks align with your goals Focus and Productivity Master techniques designed to banish distractions maximize your study efforts and create time for relaxation This guide is more than just a tool it s a roadmap to a balanced fulfilling life From the science behind time management to real life success stories every chapter unveils new dimensions of productivity Equip yourself with the right tools adapt to new challenges and embark on your journey to success Take the first step towards mastering your schedule get your copy today **Strength in Practice: Everyday Habits for Lasting Resilience**

A Professional's Guide to Protecting Energy, Focus, and Well-Being Luca Fairbanks, 2025-09-06 Resilience isn't built in a crisis; it's built in the daily routines that prepare you for one. For professionals and researchers seeking evidence-based strategies, this book offers a clear practical framework for weaving resilience into everyday life. Drawing on the latest research in psychology, neuroscience, and performance science, it reveals how small, repeatable practices—morning resets, mindful pauses, boundary rituals, and recovery habits—become the invisible armor that protects against stress and burnout. With a casual yet authoritative tone, this guide bridges research with action, showing you how to strengthen your mental, emotional, and physical capacity without adding complexity to your schedule. You'll find practical examples, simple frameworks, and powerful insights that transform resilience from an abstract concept into a reliable routine. Resilience isn't about bouncing back after you've broken down; it's about staying strong every day. Protect your focus, preserve your energy, and live with steady strength. *Time Blocks Unleashed: Achieving More with Less Stress* Joseph Libatique, **Master**

Time, Achieve Success Dipesh Piplani, 2025-04-28 Struggling to manage your time, stay focused, and beat procrastination? Discover the ultimate step-by-step guide to time management, productivity, and personal success in *Master Time: Achieve Success* by Dipesh Piplani. This powerful self-help book offers practical, science-backed strategies to help you overcome procrastination and eliminate distractions. Master time blocking, goal setting, and prioritization. Boost productivity without burnout. Build self-discipline and daily success habits. Create a balanced, fulfilling, and purpose-driven life. Whether you're a busy professional, student, entrepreneur, or anyone who feels overwhelmed by their to-do list, this book gives you the tools to take control of your time and transform your life. Featuring motivational case studies, real-world techniques, and proven methods like the Eisenhower Matrix, SMART Goals, the Pomodoro Technique, and the 80/20 Rule, you'll finally stop wasting time and start achieving your goals. *Master Time: Achieve Success* is more than just a productivity book; it's your personal roadmap to self-mastery, focus, and long-term achievement. Perfect for fans of *Atomic Habits*, *Deep Work*, *Eat That Frog*, and *The 5 Second Rule*. Start your journey today—scroll up and click **Buy Now** to master your time and unlock your potential.

Military Intelligence Professional Bulletin, 1995 *Clinical Psychology: Assessment, Intervention and Research* Kassim Mustafa Ali, Noor Hisham Aboody, Kadhim Habeeb Hameed, Shaimaa Salman Abbas, Aseel Riyadh Hamid, 2025-09-12 *Clinical Psychology: Assessment, Intervention and Research* offers a comprehensive exploration of the field, covering evidence-based assessment techniques, therapeutic interventions, and research methodologies. It bridges theory and practice, equipping readers with the knowledge to understand, evaluate, and address psychological disorders while fostering skills in clinical decision-making and scientific inquiry.

Pro Time Blocking Planner Book Review: Unveiling the Magic of Language

In an electronic era where connections and knowledge reign supreme, the enchanting power of language has been apparent than ever. Its power to stir emotions, provoke thought, and instigate transformation is actually remarkable. This extraordinary book, aptly titled "**Pro Time Blocking Planner**," compiled by a very acclaimed author, immerses readers in a captivating exploration of the significance of language and its profound impact on our existence. Throughout this critique, we shall delve into the book's central themes, evaluate its unique writing style, and assess its overall influence on its readership.

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