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Work-from-home daily planner



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W O R K I N G F R O M H O M E

WFH planner

Start time · ____ **Finish time (hard stop):** ____

Top 3 tasks today · 1. _____

2. _____

3. _____

Morning deep work (no meetings) · ____am to ____am

Meetings today · _____

Lunch away from desk · ____ to ____ (protect this)

End of day review · Completed: ____ Carried: ____

L O G O F F A T Y O U R F I N I S H T I M E — T H E
W O R K W I L L S T I L L B E T H E R E

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