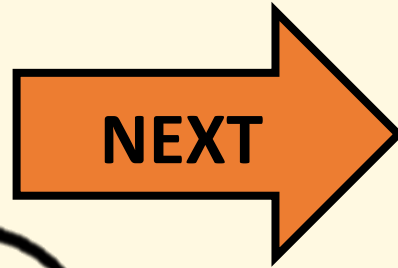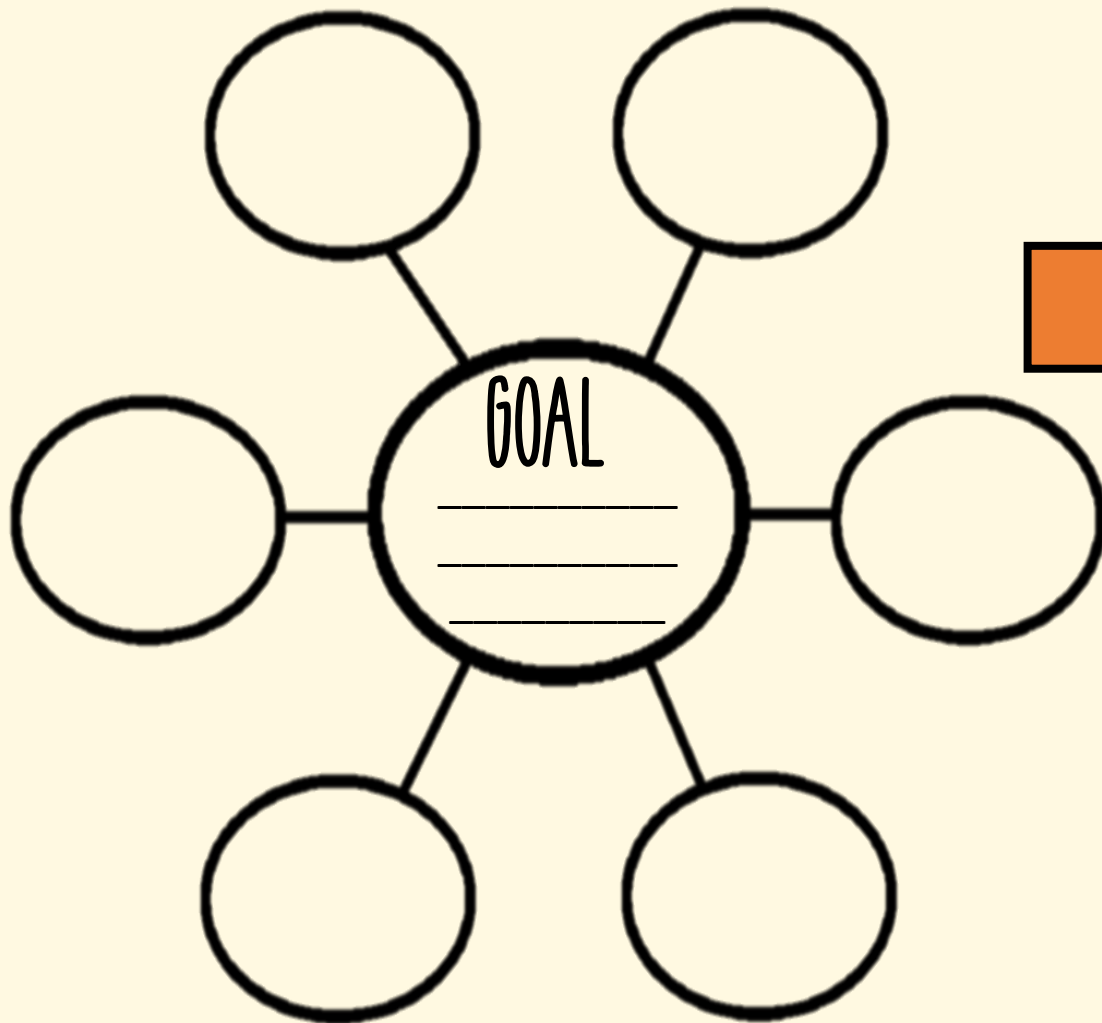# CREATING A TIMETABLE

How will you manage your time?

Brainstorm: What do you need to complete in order to achieve your goal?

GOAL
_____
_____
_____

NEXT

Organize your brainstorm into a chronological order of events or tasks you need to complete. Add dates to the WHEN column.

ACTION	WHEN	HOW