

Tracking and Planner Pages
to Help You Achieve Your Goals

Plan for Success

A Goals is a Dream with a Deadline!

D'vorah Lansky, M.Ed.

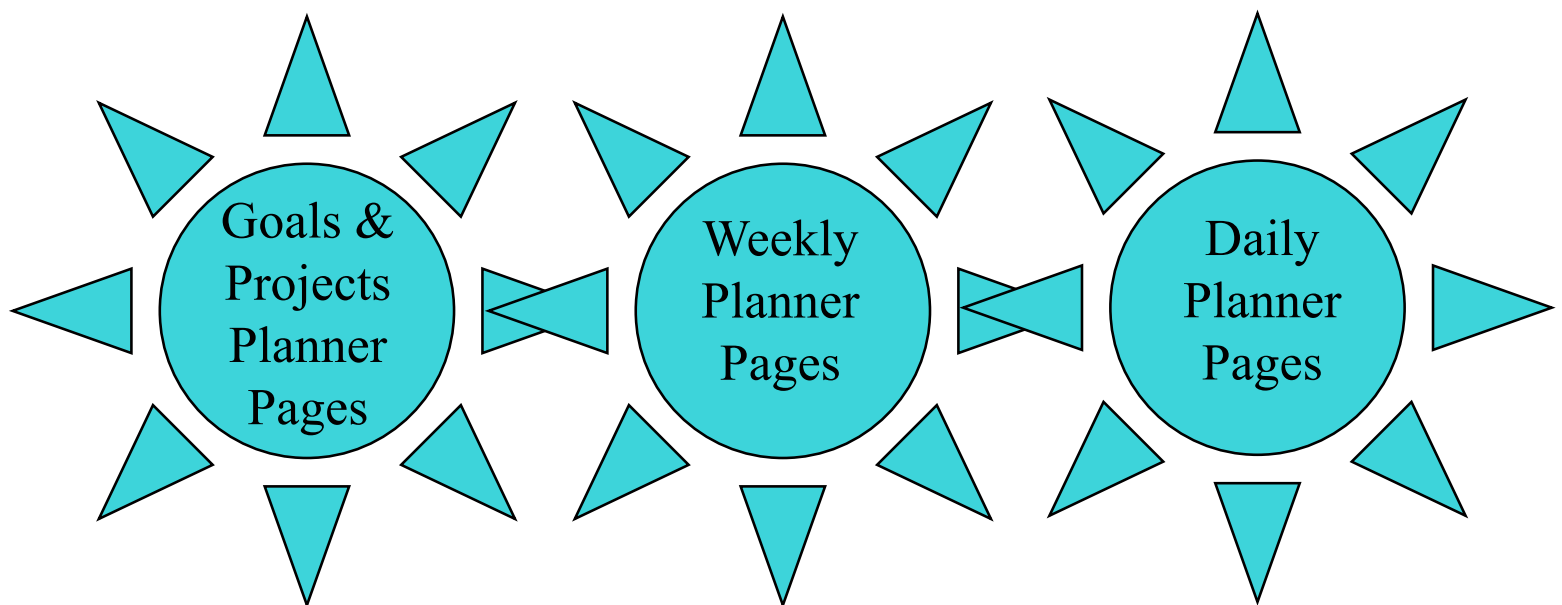
Tips for Using These Planner Pages

Use the Layouts That You Prefer

A Goal is a Dream with a Deadline! - Take Daily Action Towards Your Dreams!

Our world seems to be going faster and faster yet it seems like there is not enough time to get things done. One way to accomplish more is to “plan for success” by mapping out an action plan AND scheduling recurring times in your calendar to focus on the things that are most important. May this planner spark ideas and inspiration and serve you well!

Enclosed in this Packet You'll Find Three Areas of Planner Pages
Use the ones that resonate most with you. Enjoy!



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About D'vorah



D'vorah Lansky, M.Ed., is the bestselling author of over 20 books including; the *Action Guides for Authors* series of workbooks and journals.

Since 2007 she has created over 40 online training programs and has taught online book marketing strategies to thousands of authors across the globe.

D'vorah specializes in helping authors to build a business around their books, as they grow their reach and share their brilliance with the world.



For More Planners and Action Guides Go To

The ShareYour Brilliance Etsy Shop: [ShareYourBrilliance.etsy.com](https://www.etsy.com/shop/ShareYourBrilliance)

D'vorah's Action Guides on Amazon: [BooksByDvorah.com](https://www.amazon.com/booksBy/Dvorah)



My Top Three Goals Tracker

Date: _____

Goal 1 Title:	Goal 2 Title:	Goal 3 Title:
Description:	Description:	Description:
Notes	Notes	Notes
To-Do List	To-Do List	To-Do List

Specific Project To-Do List

Week of: _____

Project: _____

THIS PROJECT'S TO DO LIST	MON	TUE	WED	THU	FRI	SAT	SUN
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MOST IMPORTANT THINGS TO ACCOMPLISH

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GETTING **STUFF** DONE

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GOAL TRACKER

My Top Three Goals

Date: _____

Goal 1 Title:	Goal 2 Title:	Goal 3 Title:
Notes	Notes	Notes

MOST IMPORTANT TO-DO-LIST	NOTES
○ _____	
○ _____	
○ _____	
○ _____	
○ _____	
○ _____	
○ _____	
○ _____	
○ _____	





Weekly Checklist

For the Week of: _____

DAY COMPLETED

TO DO LIST

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MY PRIMARY FOCUS THIS WEEK

Week of:

M T W T F S S

WEEK PLANNING

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

TO DO



IMPORTANT NOTES

PRIORITIES

1

2

3

4

5

TASK MANAGER



TODAY

D A T E :

TOP THREE PRIORITIES

1

2

3

TO DO LIST

DAILY SUMMARY

NOTES

NOTES & REMINDERS

MONDAY

DATE: _____

GOALS		IDEAS	NOTES																																										
<div>TOP TASKS</div> <table><thead><tr><th>TIME</th><th>PRIMARY GOAL</th></tr></thead><tbody><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></tbody></table>		TIME	PRIMARY GOAL																																									<div>SECONDARY TASKS</div>	<div>TODAY'S CHECKLIST</div>
TIME	PRIMARY GOAL																																												
<div>DAILY SUMMARY</div>																																													

TUESDAY

DATE: _____

[illegible]

WEDNESDAY

DATE: _____

GOALS		IDEAS	NOTES																																										
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THURSDAY

DATE: _____

GOALS		IDEAS		NOTES																																													
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TIME	PRIMARY GOAL																																																
<div>DAILY SUMMARY</div>																																																	

FRIDAY

DATE: _____

[illegible]

SATURDAY

DATE: _____

[illegible]

SUNDAY

DATE: _____

[illegible]