

Name: Sample

Date:

		Ideal Calendar						
		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6	:00				Health		Health	
	:30				Workout		Workout	
7	:00		Health				Accountability	
	:30		Workout	Elevate	Networking	Elevate	Club	
8	:00	Personal Time	Phone Prospect					Email
	:30		A List					Paperwork
9	:00		Email	Client Portfolio Dev		Client Portfolio Dev	Calls	Expenses
	:30		Calls for events	Client Portfolio Dev		Client Portfolio Dev	Calls	
10	:00		Calls for events	Appointment	Appointment		Email	Personal Time
	:30		Calls for events	New	New	Calls for events	Appointment	
11	:00	Family/Friend		Email			New	
	:30		Appointment			Appointment		
12	:00		New	LNL/Zoominar	LNL/Zoominar	New		
	:30			LNL/Zoominar	LNL/Zoominar	LNL/Zoominar	Phone Prospect	
1	:00							
	:30							
2	:00			Client Portfolio Dev	Phone Prospect	Phone Prospect	Referrals	
	:30			Client Portfolio Dev	A List	A List		Family/Friend
3	:00		Team Mtg	Appointment	Leads	Email	Paperwork	
	:30			New	Paperwork		Expenses	
4	:00			Paperwork	Expenses		Expenses	
	:30				Email		Prep for week	
5	:00		Networking					
	:30							
6	:00							Church
	:30							
7	:00	Prep for week	Family/Friend	Family/Friend	Family/Friend	Family/Friend	Family/Friend	
	:30							
8	:00							
	:30							
9	:00							
	:30							