



# Christmas Planner



Draft your master Plan



Prioritize the tasks - break them into weekly batches



To be done today



Two weeks' prior to Christmas



One week prior to Christmas



Day before the party



On the day of (Christmas Eve/Christmas Day ...)



# DAILY PLANNER

## SCHEDULE

06 : 00 am

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07 : 00 am

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08 : 00 am

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09 : 00 am

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10 : 00 am

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11 : 00 am

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12 : 00 pm

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01 : 00 pm

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02 : 00 pm

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03 : 00 pm

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04 : 00 pm

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05 : 00 pm

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06 : 00 pm

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## NOTES

## TO-DO LIST

## REMINDER

- Spend time with the Lord
- Be kind to yourself

