

TIME BLOCKING PLANNER

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The image shows an open, spiral-bound planner with two pages visible. Each page is titled "Time Blocking" and features a grid for scheduling. The grid is organized into four columns: "Date", "Time", "Task", and "Priority". The "Date" column is a single cell at the top of each page. The "Time" column contains time slots from 8:00 to 10:00. The "Task" and "Priority" columns are the main workspace for scheduling. Below the grid, there are sections for "Today's Tasks" and "Notes". The planner is bound in the center with a silver spiral binding. The pages are white with a light blue border. The background is a light purple gradient.

Time Blocking Planner Tutorial

Suzanne J. Paulinski, Alyssa B. Jackson

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