

# TIME BLOCKING PLANNER

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The image shows a double-page spread of a time blocking planner template. Each page is titled "Time Blocking" and features a grid for scheduling. The grid is divided into four columns: "Date", "Time", "Activity", and "Notes". The "Date" column has a header for "Date" and a sub-header for "Month/Year". The "Time" column has a header for "Time" and a sub-header for "Start/End". The "Activity" column has a header for "Activity" and a sub-header for "Task/Event". The "Notes" column has a header for "Notes" and a sub-header for "Details/Comments". The planner is bound in the center with a metal ring. The background is a light purple gradient.

# Time Blocking Planner Checklist

**Huangqi Zhang**



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