

DATE:

DAILY BLOG SCHEDULE

| Primary goal for today: | | Daily Schedule | |
|----------------------------------------|------------------|---------------------------|----------|
| | | Blog | Personal |
| Blog Post | | 8:00 AM | |
| Post Title: | | 8:15 AM | |
| Notes: | Edit Post | 8:30 AM | |
| | Schedule Post | 8:45 AM | |
| | Check SEO | 9:00 AM | |
| | Check Formatting | 9:15 AM | |
| Schedule Corresponding Articles | | 9:30 AM | |
| Date | | 9:45 AM | |
| Date | | 10:00 AM | |
| Social Tasks | | 10:15 AM | |
| Respond to Comments | | 10:30 AM | |
| Read other Bloggers | | 10:45 AM | |
| Comment/Like other Bloggers | | 11:00 AM | |
| Respond to Emails | | 11:15 AM | |
| Social Media Tasks | | 11:30 AM | |
| Review Facebook Page | | 11:45 AM | |
| Respond to Comments | | 12:00 PM | |
| Promote Blog | | 12:15 PM | |
| Complete Requirements | | 12:30 PM | |
| Review Twitter Feed | | 12:45 PM | |
| Respond & Like Tweets | | 1:00 PM | |
| Review Instagram Feed | | 1:15 PM | |
| Respond & Like Pictures | | 1:30 PM | |
| Review Pinterest Feed | | 1:45 PM | |
| Respond & Repin | | 2:00 PM | |
| Collaborative Work | | 2:15 PM | |
| Post Title: | | 2:30 PM | |
| Blog: | | 2:45 PM | |
| Contact: | | 3:00 PM | |
| Deadline: | | 3:15 PM | |
| Post description: | | 3:30 PM | |
| | | 3:45 PM | |
| | | 4:00 PM | |
| Notes | | 4:15 PM | |
| | | 4:30 PM | |
| | | 4:45 PM | |
| | | 5:00 PM | |
| | | Today's To-Do List | |
| | | 1 | |
| | | 2 | |
| | | 3 | |
| | | 4 | |
| | | 5 | |