



A little
progress each day
adds up to big
achievements.

Semester: _____

WEEK AT A GLANCE

TOP 5 PRIORITIES

SUBJECT WISE TASKS

NOTES

WEEKLY REFLECTION

CHECKLIST

- ☐ All assignments listed
- ☐ Deadlines noted
- ☐ Study time planned
- ☐ Work started on time
- ☐ Reviewed and submitted
- ☐ Goals for next week set