

Tiger To-Do List

Overview of Tiger To-Do List

Having a daily to do list can help you get a better idea of tasks you have to get done throughout your day and your week. The orange bullet points indicate the two most important tasks you must get done. Consider these to be your goals for the day!

MONDAY

- _____
- _____
- _____
- _____
- _____

TUESDAY

- _____
- _____
- _____
- _____
- _____

WEDNESDAY

- _____
- _____
- _____
- _____
- _____

THURSDAY

- _____
- _____
- _____
- _____
- _____

FRIDAY

- _____
- _____
- _____
- _____
- _____

SATURDAY/SUNDAY

- _____
- _____
- _____
- _____
- _____

OTHER TASKS FOR THE WEEK

- _____
- _____
- _____
- _____
- _____

Reference: Adapted from Daily To Do List (2015) <http://vertex42.com/ExcelTemplates/daily-to-do-list.html>