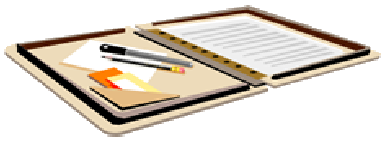

DAILY PLANNER

Date: _____

	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
7:00 AM	0:45		1:00 PM	0:45	
	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
8:00 AM	0:45		2:00 PM	0:45	
	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
9:00 AM	0:45		3:00 PM	0:45	
	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
10:00 AM	0:45		4:00 PM	0:45	
	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
11:00 AM	0:45		5:00 PM	0:45	
	0:00			0:00	
	0:15			0:15	
	0:30			0:30	
Noon	0:45		6:00 PM	0:45	

Phone Calls and Tasks