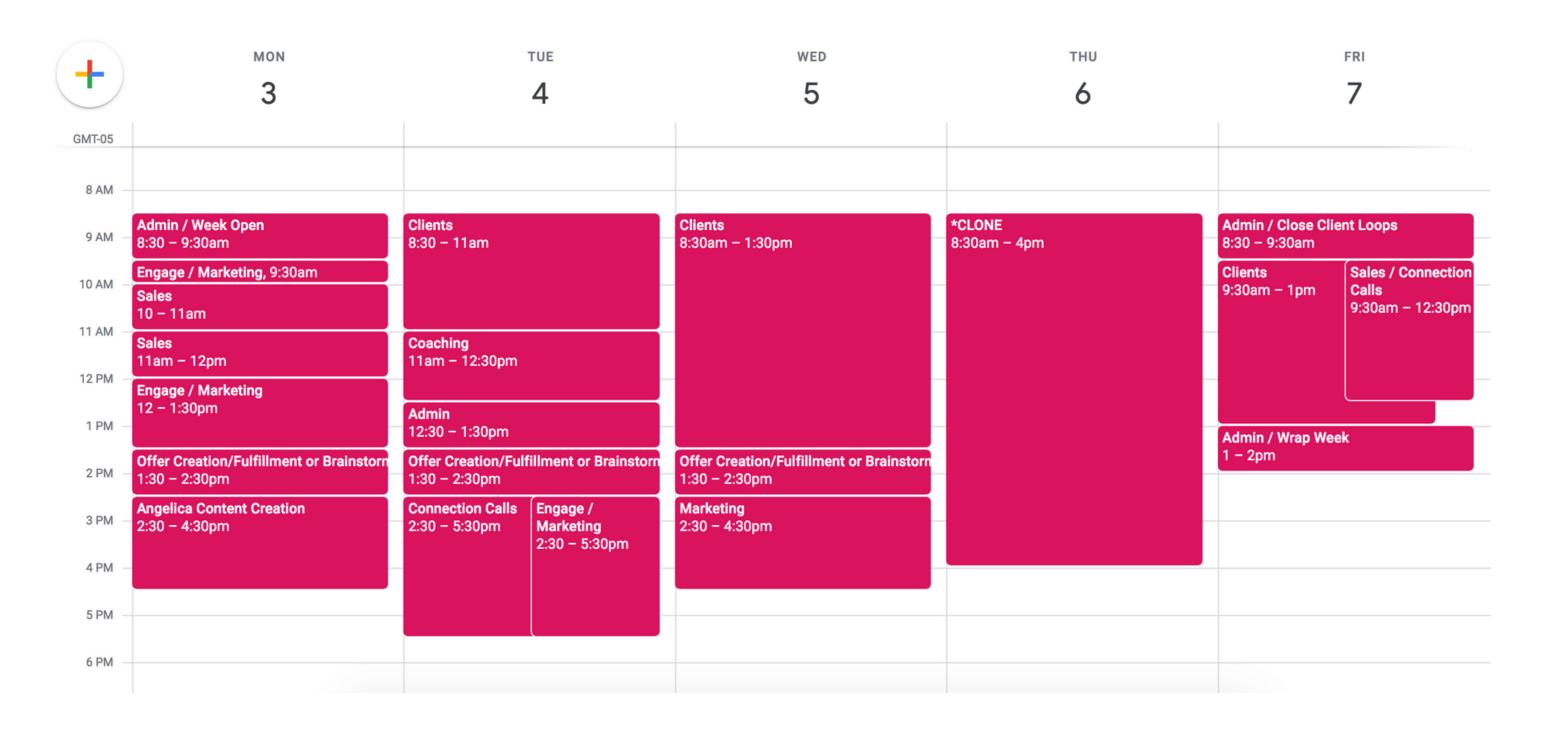
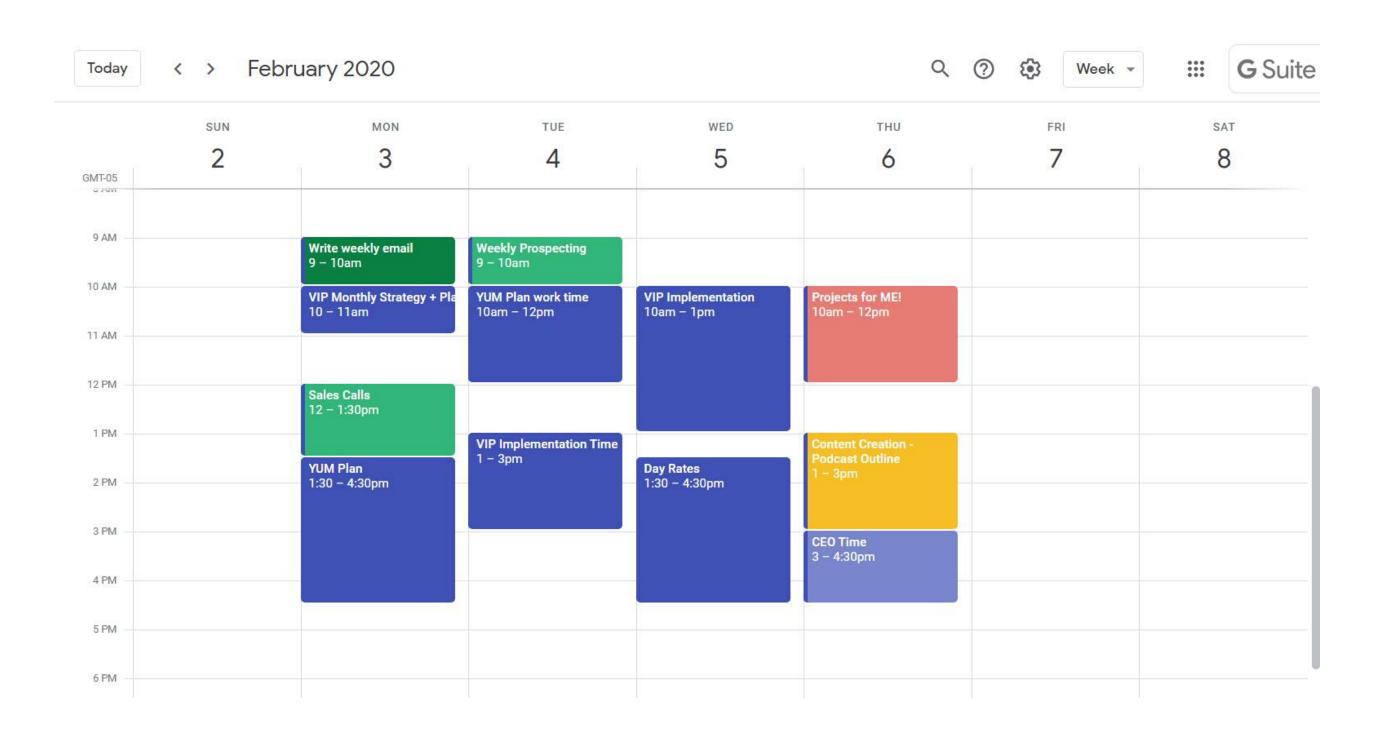
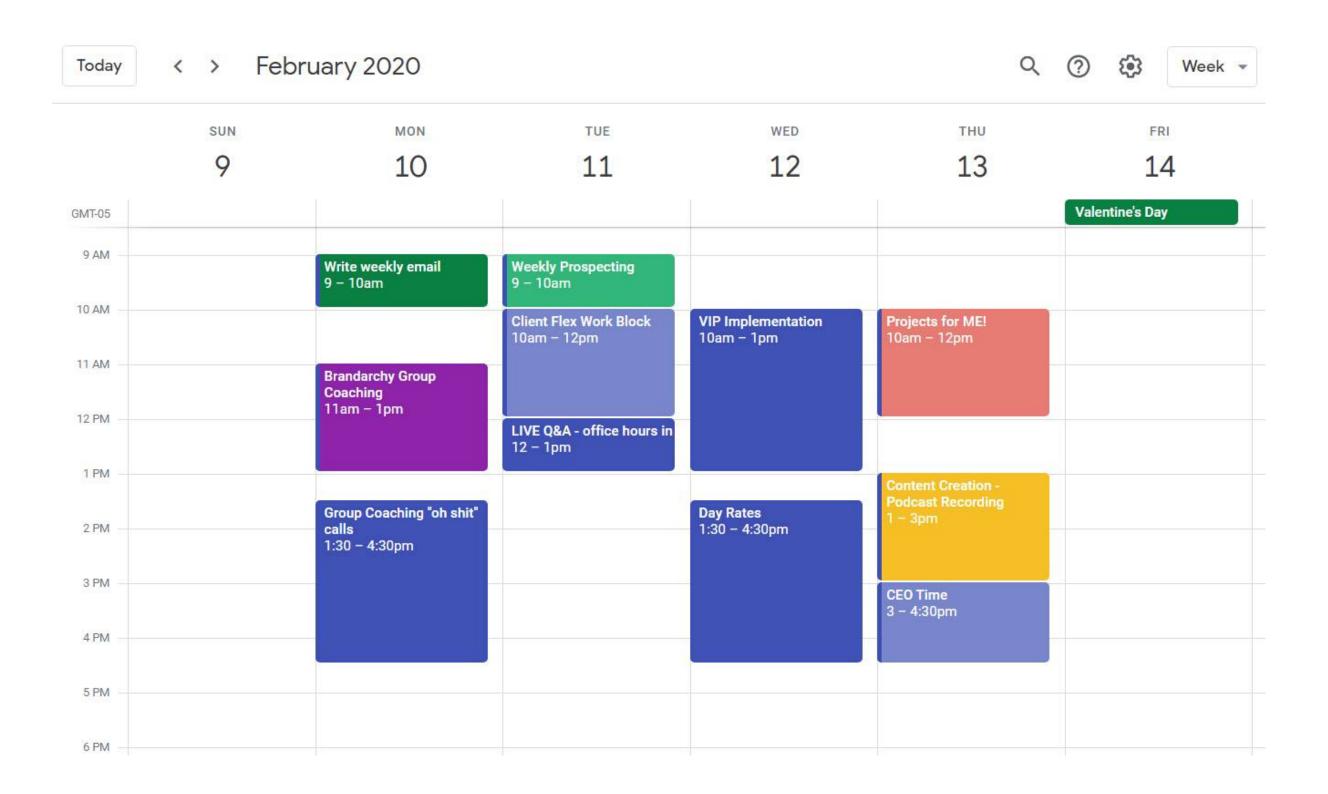


Real life examples

C E O S C H E D U L E S

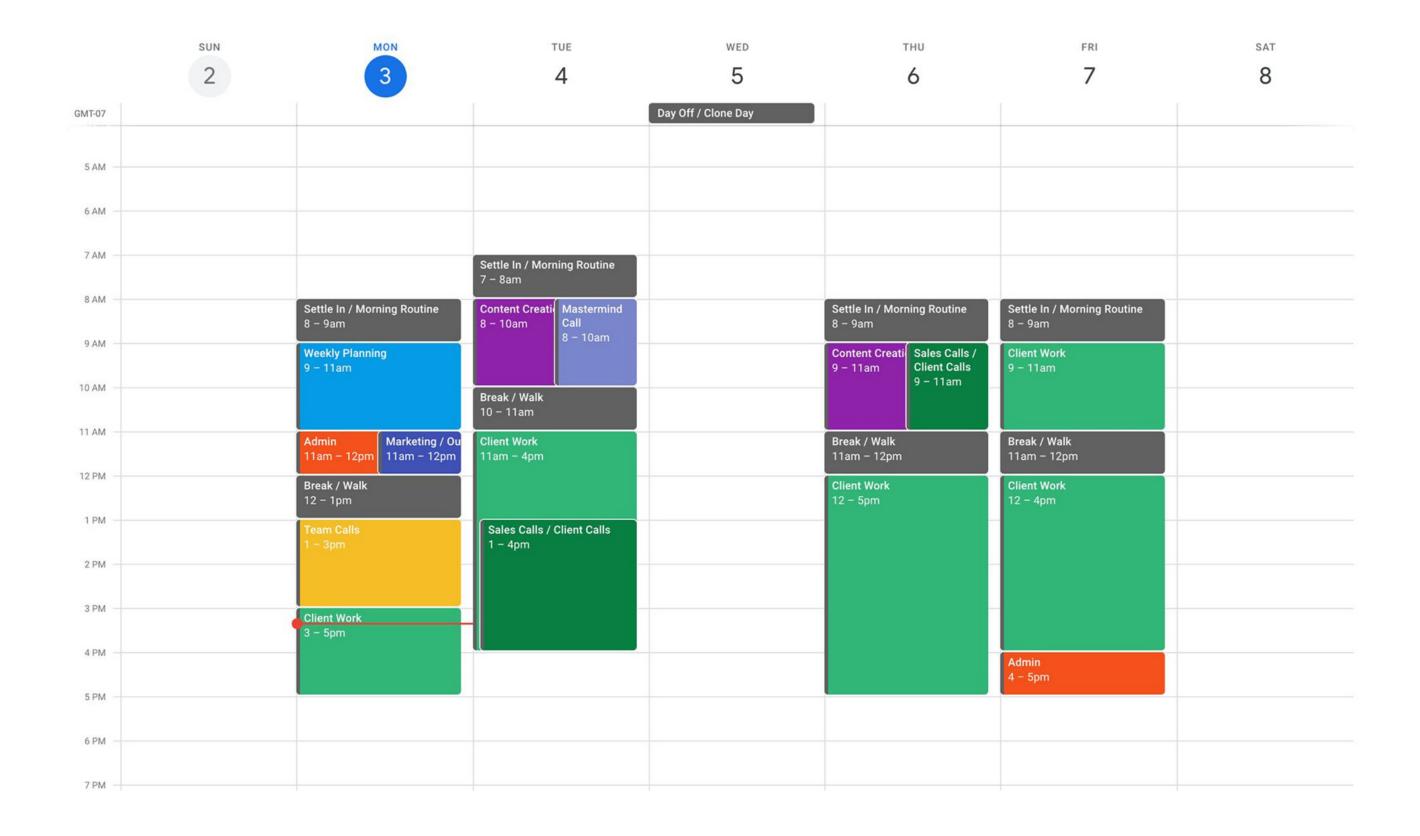






< > Feb	ruary 2020	Q ② ∰ Week ▼	000			
SUN	MON	TUE	WED	тни	FRI	SAT
16	17	18	19	20	21	22
	Presidents' Day (regional holi					
		Inner Work 4:30 - 5:30am	Inner Work 4:30 - 5:30am	Inner Work 4:30 – 5:30am	Inner Work 4:30 - 5:30am	
		Group Checks 5:30 - 6:30am				
	Client #1: Deep Dive 6:30 - 7:30am	Client #2: Deep Dive 6:30 - 7:30am	Client #3: Deep Dive 6:30 - 7:30am	Client #4: Deep Dive 6:30 - 7:30am	Business of Business 6:30 - 7:30am	
	Breakfast 7:30 - 8:15am	Breakfast 7:30 – 8:15am	Breakfast 7:30 - 8:15am	Breakfast 7:30 – 8:15am	Breakfast 7:30 – 8:15am	
	Pick Up House 8:15 - 9:15am	Pick Up House 8:15 - 9:15am	Pick Up House 8:15 – 9:15am	Pick Up House 8:15 – 9:15am	Pick Up House 8:15 - 9:15am	
	Admin & Phone Calls 9:15 - 10am	Admin & Phone Calls 9:15 – 10am	Admin & Phone Calls 9:15 - 10am	Admin & Phone Calls 9:15 – 10am	Admin & Phone Calls 9:15 – 10am	
	Social Media Planning 10am – 12pm	VCMC Course Work 10am - 12pm	Case Study 10am – 12pm		Learning 10am - 12pm	
	Hold for Sales Calls					
	12 – 2pm					
	Admin / Group Checks 2 - 2:45pm					
	School Pick Up 3 – 4pm	School Pick Up 3 - 4pm	School Pick Up 3 - 4pm	School Pick Up 3 – 4pm	School Pick Up 3 - 4pm	
	Shankminds Mastermind 4 – 5pm	Clean Bedroom and Bathroom 4 - 5pm	Clean Master Bed & Bath 4 - 5pm	Clean Living Room 4 - 5pm	Clean Kitchen 4 - 5pm	
	Dinner	Dinner	Dinner	Dinner	Dinner	

SUN	MON	TUE	WED	THU	FRI
26	27	28	29	30	31
	Email and Daily check in 7 – 8am	Email and Daily check in 7 - 8am	Email and Daily check in 7 – 8am	Email and Daily check in 7 - 8am	Email and Daily check in 7 – 8am
	Edge Work and Admin 8 – 9am Yoga 9 – 10am	Connect 8:30 - 10:30am	Clients and Write Ups 8 - 11:30am	Client Work 8 – 11am	Create 8 - 10am
	Creative 10:30am – 12:30pm	Sales Calls 10:30am – 12pm		Sales Calls 11am - 12pm	Marketing planning 10am - 12pm
	Lunch	Lunch 12 - 1pm	Yoga 12 – 1pm	Lunch 12 - 1pm	Lunch, 12:30pm
	12:30 - 1:30pm Creative	Sales Calls 1 - 2pm	Lunch, 1pm Marketing	Sales Calls 1 - 2pm	Edge Work 1 – 2pm
	1:30 - 3:30pm	edge work 2 – 3pm	1:30 - 2:45pm	Edge Work 2 – 3pm	Admin 2 – 3pm
	Learning 3:30 – 5pm	Ski/Fun 3 – 5:30pm	Learn 3 – 5pm	Ski/fun 3 – 5:30pm	



Real life examples

C E O S C H E D U L E S

SUN	MON	TUE		WED	THU	FRI	SAT
26	27	28		29	30	31	1
		Me Time		Me Time	Me Time		
	Me Time	7:30 - 9am		7:30 - 9am	7:30 – 9am		
	CEO Support/Customer Support 9:30 - 10:30am Client Calls 10:30am - 1pm	CEO Support/ Customer Service Sup 9 – 10am		CEO Support/ Customer Service Sup 9 – 10am	CEO Support/ Customer Service Sup		
					9 – 10am		
		Client Call 10 - 11am		Team Check-In / Management 10 - 11am	Prep For Next Week 10am – 12pm		
		Client Call Send Tasks To Pro 11:15am - 12:15p Lunch 12:15 - 1pm		Team Time			
				11am - 12pm	Lunch		
				Lunch, 12pm Coaching Calls	12 – 1pm		
	Lunch 1 – 2pm	Coaching Calls Sale	es Calls 3pm	12:30 – 2:30pm	Work In My Biz 1 – 3pm		
		-	-				
	Client Calls 2:15 - 4:30pm						
	Send Tasks To Project Manager 4:30 – 5:30pm						
	4.50 5.50pm						

