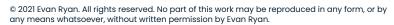
TASK	TIME (mins)	WHY I DID IT	HOW MUCH DID I LIKE IT:			ID I LIKE IT? Loved it	
Checked Email	15	See how things went over the weekend	0	•	0	0	0
Read a few tech emails + business news	30	Keep up with the rest of the world	0	0	0	•	0
Responded to email about budget	10	Clarify question	•	\bigcirc	\bigcirc	\bigcirc	0
Responded to email about taxes	10	Clarification	•	\circ	0	\bigcirc	0
Sent reminder emails to a client	10	Move projects along	•	0	0	0	0
Sent reminder emails to a different client	10	^^^	•	0	0	0	0
Reviewed profit and loss statement	5	I review the P&L weekly	0	•	0	0	0
Added tasks to project management	15	New tasks arose that needed to be taken care of	0	•	0	0	0
Researched code bugs, identified team member to send them to	30	Product management - identify issue and assign	0	•	0	0	0
Applied for a new credit card	5	Needed a new one	0	•	0	0	0
Responded to the reminder emails I sent	15	Asked more questions to the clients. Needed answers	0	•	0	0	0
Checked LinkedIn	5	Just to see	0	•	\bigcirc	\bigcirc	0
Updated list of all active projects that require my involvement	15	Organizing myself for the day	0	0	0	•	0
Had an update meeting	30	Stay informed as to how the team is doing	0	\bigcirc	•	\bigcirc	0
Set goals for the next quarter	60	Give ourselves a target for success	0	0	0	0	•
Posted a new job opening	120	Need a "Who" to accomplish our strategic priorities	0	0	•	0	0
Read update emails from a different project team and responded	30	Staying on top of projects	0	\circ	0	\circ	•
Clarified requirements for a new project	25	Making sure the project team and product team are aligned	0	0	0	0	•
Reviewed the job postings	45	Checking on if we have good candidates	0	\bigcirc	•	\bigcirc	0

TOTAL TIME: 485 Mins

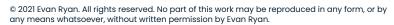


TIME	TIME	HOW MUCH DID I LIKE IT?			
(mins)	WHY I DID IT	Hated it	Loved it		
	TIME (mins)	TIME (mins) WHY I DID IT	TIME (mins) WHYIDIDIT HOW MUCH II Hated it		



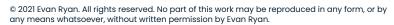


TIME	TIME	HOW MUCH DID I LIKE IT?			
(mins)	WHY I DID IT	Hated it	Loved it		
	TIME (mins)	TIME (mins) WHY I DID IT	TIME (mins) WHYIDIDIT HOW MUCH II Hated it		





TIME	TIME	HOW MUCH DID I LIKE IT?			
(mins)	WHY I DID IT	Hated it	Loved it		
	TIME (mins)	TIME (mins) WHY I DID IT	TIME (mins) WHYIDIDIT HOW MUCH II Hated it		





TIME	TIME	HOW MUCH DID I LIKE IT?			
(mins)	WHY I DID IT	Hated it	Loved it		
	TIME (mins)	TIME (mins) WHY I DID IT	TIME (mins) WHYIDIDIT HOW MUCH II Hated it		

