



TO DO

M /

Tu /

W /

Th /

F /

Sa /

Su /

Lined area for Monday tasks

Lined area for Tuesday tasks

Lined area for Wednesday tasks

Lined area for Thursday tasks

Lined area for Friday tasks

Lined area for Saturday tasks

Lined area for Sunday tasks

M

CALL



Lined area for call tasks

MAIL

Lined area for mail tasks

TO DO

Lined area for to-do tasks

SCHEDULE

Lined area for schedule tasks

DELEGATE

Lined area for delegate tasks

7.00

8.00

9.00

10.00

11.00

12.00

13.00

14.00

15.00

16.00

17.00

18.00

19.00

20.00

21.00

Hourly time slots for scheduling

REMEMBER

PUSH.

PUSH.

“There are three responses to an idea — yes, no, and WOW!  
Wow is the one to aim for.”

Milton Glaser

SU

CALL



MAIL

TO DO

SCHEDULE

DELEGATE

7.00

8.00

9.00

10.00

11.00

12.00

13.00

14.00

15.00

16.00

17.00

18.00

19.00

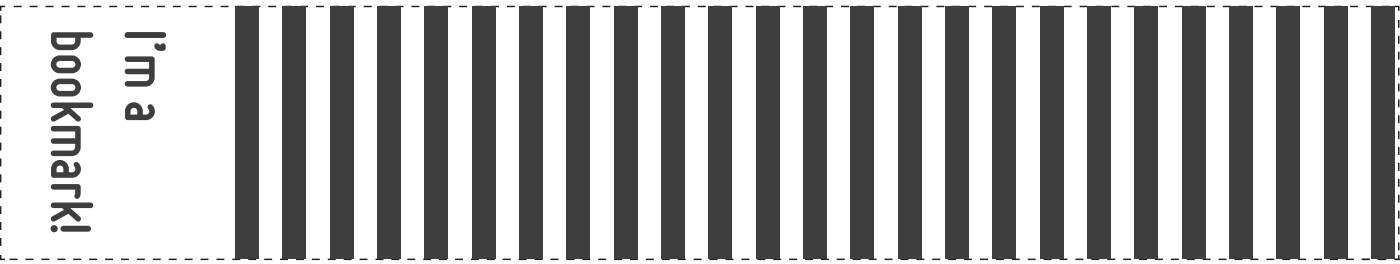
20.00

21.00

REMEMBER

PUSH.

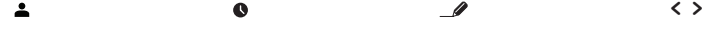
PUSH.



Make a bookmark, save a piece of paper

Tu

CALL



Lined area for call notes.

MAIL

Lined area for mail notes.

TO DO

Lined area for to-do notes.

SCHEDULE

Lined area for schedule notes.

DELEGATE

Lined area for delegate notes.

7.00  
8.00  
9.00  
10.00  
11.00  
12.00  
13.00  
14.00  
15.00  
16.00  
17.00  
18.00  
19.00  
20.00  
21.00

Lined area for time slot notes.

REMEMBER

PUSH.

PUSH.

“ You never change things by fighting the existing reality.  
To change something, build a new model that makes the  
existing model obsolete.”

Buckminster Fuller

Sa

CALL    < >

---

---

---

---

---

---

---

---

MAIL 

---

---

---

---

---

---

---

---

---

TO DO 

---

---

---

---

---

---

---

---

---

SCHEDULE 

---

---

---

---

---

---

---

---

---

DELEGATE 

---

---

---

---

---

---

---

---

---

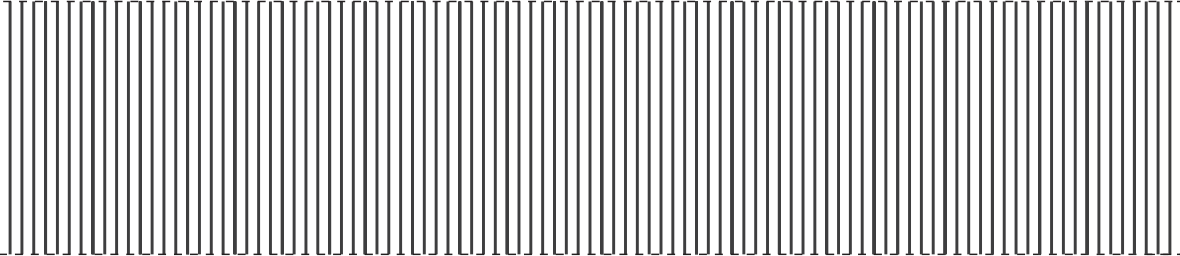
7.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
8.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
9.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
10.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
11.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
12.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
13.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
14.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
15.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
16.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
17.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
18.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
19.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
20.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
21.00	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

REMEMBER

PUSH.

PUSH.

I'm a  
bookmark!



Make a bookmark, save a piece of paper

W

CALL



MAIL

TO DO

SCHEDULE

DELEGATE

7.00

8.00

9.00

10.00

11.00

12.00

13.00

14.00

15.00

16.00

17.00

18.00

19.00

20.00

21.00

REMEMBER

PUSH.

PUSH.

“Only he who has a different visual opening can see the world in another way, let us get used to looking at the world through the eyes of others.”

Bruno Munari

F

CALL    < >

---

---

---

---

---

---

---

---

MAIL 

---

---

---

---

---

---

---

---

---

TO DO 

---

---

---

---

---

---

---

---

---

SCHEDULE 

---

---

---

---

---

---

---

---

---

DELEGATE 

---

---

---

---

---

---

---

---

---

---

7.00

---

8.00

---

9.00

---

10.00

---

11.00

---

12.00

---

13.00

---

14.00

---

15.00

---

16.00

---

17.00

---

18.00

---

19.00

---

20.00

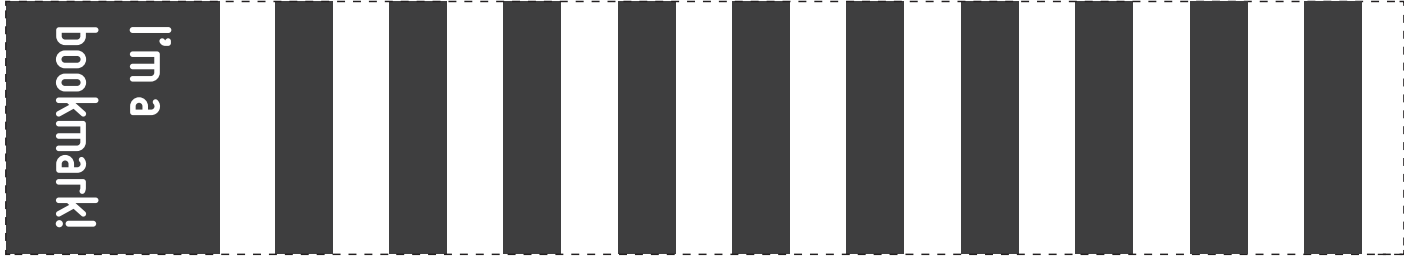
---

21.00

	REMEMBER
--	----------

PUSH.

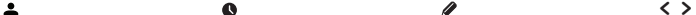
PUSH.



✂ Make a bookmark, save a piece of paper ✂

Th

CALL



Four horizontal lines for call log entries.

MAIL



Four horizontal lines for mail log entries.

TO DO



Four horizontal lines for to-do list entries.

SCHEDULE



Four horizontal lines for schedule entries.

DELEGATE



Four horizontal lines for delegate entries.

7.00

8.00

9.00

10.00

11.00

12.00

13.00

14.00

15.00

16.00

17.00

18.00

19.00

20.00

21.00

A large grid for time scheduling, with horizontal lines for each hour from 7.00 to 21.00.

REMEMBER

PUSH.

PUSH.