

Task to be done: _____

1. Steps needed to complete the task:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

2. Assign each step a day of the week in your planner.

<p>3. What items do you need to complete the task?</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>4. What do I need to consider/think about before I start the task?</p>
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