

JAZZY Entrepreneur

4 "To-Do List" Worksheets

Stay Organized & Productive

*Master List *Monthly List *Weekly List *Daily List



By Erica Mathews

Month of _____

	Goal	Action Steps	Deadline
Week 1			
Week 2			
Week 3			
Week 4			
Week 5			

Notes

Week of _____

Monday	Tuesday
Wednesday	Thursday
Friday	Saturday
Sunday	Notes

Things To-Do Today

Today's Projects

1. _____
2. _____
3. _____
4. _____
5. _____

Morning Routine

- _____
- _____
- _____
- _____
- _____
- _____
- _____

Evening Routine

- _____
- _____
- _____
- _____
- _____
- _____
- _____

Notes



My name is Erica Mathews... entrepreneur, business strategist & marketing trainer... Founder of Jazzy Entrepreneur and Jazzy Biz Academy.

As a multi-passionate entrepreneur, my mission is simple. I am passionate about helping people discover their purpose, start online businesses, and build brands that allow them to create the life & freedom they choose through entrepreneurship. Inspiring you to take action towards turning your ideas, knowledge, and experience into income....Passion To Profits.

Let's Connect....

For Business & Marketing:

- **Website:** ericamathews.com
- **Instagram:** [instagram.com/ericamathews](https://www.instagram.com/ericamathews)
- **Facebook:** [facebook.com/ericamathewsbiz](https://www.facebook.com/ericamathewsbiz)
- **Twitter:** twitter.com/ericamathews1
- **LinkedIn:** [linkedin.com/ericamathews](https://www.linkedin.com/ericamathews)
- **Podcast:** ericamathews.com/podcast

For Fitness Motivation:

- **Blog:** jazzyfitness.com
- **Instagram:** [instagram.com/thejazzyfitness](https://www.instagram.com/thejazzyfitness)
- **Facebook:** [facebook.com/thejazzyfitness](https://www.facebook.com/thejazzyfitness)

To Your Success,

Erica Mathews