

Copywriter and Consultant Time Map

| Time | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-------------|---------------------|-------------------|-----------|-------------|----------------|----------------|----------|
| 6:30-7:00 | Wake Up/ Coffee | | | | | | |
| 7:00-8:00 | Internet/AM Reading | | | | | | |
| 8:00-9:00 | Photography | Work | | | Homework | House Cleaning | Outside |
| 9:00-10:00 | | Break/Shower | | | | | |
| 10:00-11:00 | Photography | Work | | | Homework | Lunch | Break |
| 11:00-12:00 | | Break/Lunch | | | | | |
| 12:00-1:00 | Photography | Work | | | House Cleaning | Outside | Homework |
| 1:00-2:00 | Break | Break | | | | | Break |
| 2:00-3:00 | | Work | | | Homework | | |
| 3:00-4:00 | | Wrap Up | | | | Break | |
| 4:00-5:00 | Simon/Dinner | | | | | | |
| 5:00-6:00 | Family Time | Commute/ Class | Me Time | Family Time | | | |
| 6:00-7:00 | | | | | | | |
| 7:00-8:00 | | | | | | | |
| 8:00-9:00 | Read | Read | | | | | |
| 9:00-10:00 | Sleep | Sleep | | | | | |
| 10:00-11:00 | | | | | | | |

Non-Profit Executive Director Time Map

| Time | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
|-------------|-------------------------|--------------|---------------|------------------------|------------|-------------|-------------|
| 6:30-7:00 | Up & Ready | | | | | | |
| 7:00-8:00 | Kids/Breakfast | | | | | | |
| 8:00-9:00 | Ready Commute | | | | | Fun w/Kids | Family Time |
| 9:00-10:00 | Email | Email | Email | Meeting w/staff | Meetings | | |
| 10:00-11:00 | Bookkeeping | Bookkeeping | Project | Staff projects | | | |
| 11:00-12:00 | Project Review/To-Do | Meetings Day | | | | | |
| 12:00-1:00 | Lunch/Email | | | | | | |
| 1:00-2:00 | Project | Meetings Day | Lunch/Email | | | Clean House | Me Time |
| 2:00-3:00 | | | Project | Scheduled CFO Tasks | Calls | | |
| 3:00-4:00 | | | Project | Scheduled CFO Tasks | Calls | Errands | |
| 4:00-5:00 | | | Wrap up/Email | | | | |
| 5:00-6:00 | Commute | | | | Date Night | Fun w/Kids | Dinner |
| 6:00-7:00 | Dinner | | | | | Kids/Bath | |
| 7:00-8:00 | Kids/Feeding/Bath | | | | | Kids/Bath | |
| 8:00-9:00 | Bed | | | | | | |
| 9:00-10:00 | Sleep | | | | | | |
| 10:00-11:00 | Sleep | | | | | | |