

**Weekly Objectives Worksheet
For**

Date: _____

Daily Agenda

Monday	Tuesday	Wednesday	Thursday	Friday
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				

Objectives:

- ♦ _____ Letters Written
- ♦ _____ Phone Calls Made
- ♦ _____ Number of Meetings
- ♦ _____ New Contacts

Results of Week:

- ♦ _____ Job leads
- ♦ _____ Interviews
- ♦ _____ Response to Letters Sent
- ♦ _____ Job Offers

Comments:
