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## UNSTOPPABLE BUSINESS WARRIOR

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**PURPOSE:** Allocate large chunks of time to eliminate the waste of not having enough time for productive work.

### 1. Visualize your typical week

As you complete all sections in this activity use the below weekly diagram to sketch your ideas on paper.

It's incredible how much clarity can be achieved through visualizing your ideas.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

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**2. How can you reorganize your typical day?**

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**3. How can you reorganize your typical week?**

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**4. How can you batch your tasks to create larger chunks of time?**

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## UNSTOPPABLE BUSINESS WARRIOR

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**5. What else can you do to allocate large chunks of time?**

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