## Weekly Plan for Digital Learning

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Step 1: Write down what's due each day.
Step 2: Schedule when you will work on each assignment.
Step 3: Write down all your live teaching sessions and meetings.
Step 4: Write down anything that's due in the upcoming weeks and schedule when you will work on those assignments.
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| Monday | Tuesday | Wednesday | Thursday | Friday |
| :---: | :---: | :---: | :---: | :---: |
| Assignments Due Today: | Assignments Due Today: | Assignments Due Today: | Assignments Due Today: | Assignments Due Today: |
| Work to do Today: | Work to do Today: | Work to do Today: | Work to do Today: | Work to do Today: |
| Today's Live Meetings/Classes: | Today's Live Meetings/Classes: | Today's Live Meetings/Classes: | Today's Live Meetings/Classes: | Today's Live Meetings/Classes: |

