

Role - Weekly Checklist

		Monday		Tuesday		Wednesday		Thursday		Friday	
Task	Activity	Task Completed		Task Completed		Task Completed		Task Completed		Task Completed	
		initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed
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Enter what is to be done with this document once completed

This checklist is to be completed at the conclusion of every day.

Role - Weekly Checklist

Task	Activity	Measure	Monday		Tuesday		Wednesday		Thursday		Friday	
			Task Completed		Task Completed		Task Completed		Task Completed		Task Completed	
			initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed
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Role - Weekly Checklist

		Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Task	Activity	Task Completed		Task Completed		Task Completed		Task Completed		Task Completed		Task Completed		Task Completed	
		initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed	initial	tick completed
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Role - Monthly Checklist

			Week 1							Week 2							Week 3							Week 4						
Task	Activity / Task	Measure	Tick off day task is completed							Tick off day task is completed							Tick off day task is completed							Tick off day task is completed						
			M	T	W	T	F	S		M	T	W	T	F	S		M	T	W	T	F	S		M	T	W	T	F	S	
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