Clockify

Priority To-Do List (with goal dates)

#ITEM	TOP PRIORITY TASKS	GOAL DATE	DONE
1			❏
2			❏
3			❏
SECONDARY TASKS			
1			❏
2			❏
3			❏
4			❏
5			❏
6			❏
7			❏
8			❏
9			❏
10			❏
NOTES			

Track time spent on tasks with Clockify.me