

**EFFECTIVE TIME MANAGEMENT GUIDE FOR UNEMPLOYED PERSONS**



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PERIODS	AM (Morning)				PM (Afternoon)					
	8	9	10	11	12	1	2	3	4	5
<b>MON</b>	Library visit/Check Mail for messages/Personal Bible Study		Volunteer Work/Personal Project/Skill Acquisition		Lunch Break, Siesta, Cooking, Market	Volunteer work/ Personal Project/Skill Acquisition		Leisure time for spontaneous activities		
<b>TUES</b>	Job Search (Online and Offline)		Volunteer Work/Personal Project/Skill Acquisition			Volunteer work/ Personal Project/Skill Acquisition		Laundry/Ironing/House Cleaning		
<b>WED</b>	Library visit/Check Mail for messages/Personal Bible Study		Volunteer Work/Personal Project/Skill Acquisition			Volunteer work/ Personal Project/Skill Acquisition		Visit or call friends at work		
<b>THURS</b>	Job Search (Online and Offline)		Volunteer Work/Personal Project/Skill Acquisition			Volunteer work/ Personal Project/Skill Acquisition		Leisure time for spontaneous activities		
<b>FRI</b>	Library visit/Check Mail for messages/Personal Bible Study					Visit or call friends at their place of work			Hangout/Week end Trips etc	
<b>SAT</b>	Laundry/House Cleaning/Socials			Networking Activities/Events			Friends and Family			
<b>SUN</b>	Church Activities (Attendances, Service, Networking)									

**The above planner serves as a recommendation only as users can modify the scheduling based on activity preferences | www.wodkah.com | 2020**