Printable To-Do List

Practice / Task 1

Transfer this invented example to the matching fields in the blank form: Task: Read notes; Priority: High; Due: Mon; Done: leave blank.

Task	Priority	Due	Done

Your reasoning / calculations / check:

Printable To-Do List

Practice / Task 2

Transfer this invented example to the matching fields in the blank form: Task: Practise; Priority: High; Due: Tue; Done: leave blank.

Task	Priority	Due	Done

Your reasoning / calculations / check:

Printable To-Do List

Practice / Task 3

Transfer this invented example to the matching fields in the blank form: Task: Check answers; Priority: Medium; Due: Thu; Done: leave blank.

Task	Priority	Due	Done

Your reasoning / calculations / check:

Printable To-Do List

Practice / Task 4

Transfer this invented example to the matching fields in the blank form: Task: File work; Priority: Low; Due: Fri; Done: leave blank.

Task	Priority	Due	Done

Your reasoning / calculations / check: