

Accessible Weekly Workplan Template

Goal	Task	How important is it?	When is it due?	Steps to take	Who to ask for more help?
<i>Example: Create a training on how to write a CV</i>	<i>Find out what trainings on CV writing are already out there</i>	<i>This is the most important task this week.</i>	<i>Friday, June 17. It will probably take 1 week.</i>	<i>Use Google to find other trainings about writing CVs. Make a list of all the trainings you found. Look at all of the trainings and write down what was good and what was bad about each one.</i>	<i>Maria</i>