

**Page 59: LISTING ACTIVITIES FOR ONE WEEK**

<b>ACTIVITY</b>	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>	<b>SAT/SUN</b>	<b>TOTAL (h/min)</b>
Planning and preparing for store visits							
Travelling to stores							
Store visits and one-on-ones							
Recruitment/vetting resumes and interviewing							
Reporting/ KPI management							
Meetings with leaders and performing other support/head office functions							
Administration/emails							
Marketing/planning and executing local store activities							
Training/developing leaders							
Meetings with store managers/assistant store managers							
Other:							
Other:							