



The Writer's Mind Student Freelancer College-Work Daily Planner

Time of the Day	College Work	Freelance Work

How it Works – Use the Daily Planner to schedule your college and freelance activities day by day. Under “Time of the Day”, input the time in hours and minutes you’ll be performing a certain task, then write the details of it under “College Work” and/or “Freelance Work”, depending on what you have to do.

For example, you could be reviewing a History chapter and then outline your client article between 2:00 and 3:00 PM. So you input “2:00-3:00 PM” under “Time of the Day”, “review History chapter #” under “College Work” and “Outline client article” under “Freelance Work”.

If you have trouble finding your balance, please read my article at FreelanceFlyer.com, “17 Productivity Tips For College Students Who Freelance Write”.

Good luck!

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