

NEWSPAPER

NP1 NP2 NP3

Week: 1 2 3 4 5 6

Name _____

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY

This Week's To Do List

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Items Needed for Story

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Last Weekend (extra work)

Did you do these things today?

- Check Email
- Update Story Status on Google Docs
- Communicate with Photographer
- Clean around your computer
- Get stories proofed by an editor
- Shut down computer

Weekly Time Sheet Grade