

WINNING FORMS from KMT Software, Inc.

Choose Other Window to View Form

Form Name: DAILY PLANNER

Using this Form: You can print this planning form only for those days you need one or you can print out a form for each day of the month, insert them in a ring binder, and have a monthly schedule. Just enter 1 in cell M19, and print the calendar. After the first planner page prints, change M19 to 2 and print again.

Entering Data: Enter data in the various areas either in the worksheet or by hand. To create a planner for a single day, enter the year, month, and day below (in cells D19, H19, and M19, respectively). If you enter four digits for the year, cell D19 will display a series of asterisks, but the calendar will calculate correctly. For years after 1999, use 4 digits.

Printing this Form: Click the printer tool in the toolbar or choose Print from the File menu.

Year

Month

Day

Friday, FEBRUARY 12, 1993

Day 43 322 Days Remaining

REMINDERS FOR TODAY

		PRIORITY		PRIORITY		NOTES
HR	DONE	MTGS / APPTS	A,B,C	CALLS	A,B,C	
7						
8						
9						
10						
11						
12						
1						
2						
3						
4						
5						
6						

CALENDAR TABLES AND FORMULAS -- DO NOT ERASE, DELETE COLUMNS OR ROWS							
1	31	JANUARY		Saturday	JAN		
2	28	FEBRUARY		Sunday	FEB		
3	31	MARCH		Monday	MAR		
4	30	APRIL		Tuesday	APR		
5	31	MAY		Wednesday	MAY		
6	30	JUNE		Thursday	JUN		
7	31	JULY		Friday	JUL		
8	31	AUGUST			AUG		
9	30	SEPTEMBER			SEP		
10	31	OCTOBER		28	OCT		
11	30	NOVEMBER			NOV		
12	31	DECEMBER			DEC		
CALCULATE YEA		93	IS FEBRUARY IN A LEAP YR?				0
SMALL CALENDAR FORMULAS							
LAST	1	2	3	4	5	6	0
	1	93	33970	6	0		
THIS	1	2	3	4	5	6	0
	2	93	34001	2	0		

NEXT	1	2	3	4	5	6	0
	3	93 34029		2	0		