

Please help spread the word about OrganizedWriter.com!

Send your writing friends to
<http://organizedwriter.com/calendar> to download a free copy of this
calendar.

Thank you for your support!

2010 Writer's eCalendar

by Julie Hood



Sponsored by the best-selling ebook:
The Organized Writer:
30 Days to More Time, More Money,
and Less Frustration

Copyright 2002-2010 by Finally Organized LLC.

Disclaimer

This eBook is provided with the understanding that the author is not engaged in rendering legal, accounting or other professional services. If legal or other expert assistance is required, the services of a competent professional should be sought.

Every effort has been made to make this eBook as complete and as accurate as possible. However, there may be mistakes, both typographical and in content, which have not been verified. In addition, due to differences among user interfaces (browsers), cross-platform conversion processes can modify the representation of the information contained in this eBook. Therefore, this text should be used only as a general guide. The purpose of this eBook is to educate and entertain.

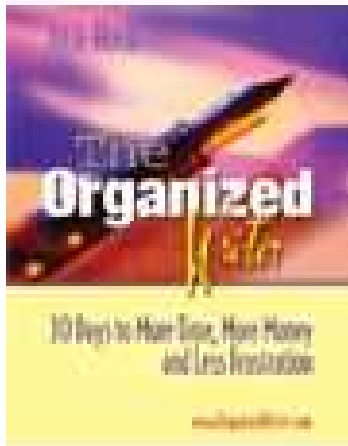
This eBook is provided as-is without warranty of any kind and the publisher and author expressly disclaim all implied warranties, including, but not limited to, implied warranties of merchantability and fitness for a particular purpose. The publisher and author shall have neither liability nor responsibility to any person or entity with respect to any loss or damage caused, or alleged to have been caused, directly or indirectly, by the information contained in this book.

2nd edition

Published by
Finally Organized LLC
<http://www.organizedwriter.com>
Julie@organizedwriter.com

All rights reserved worldwide.

USAGE: You have permission to freely share this calendar in its complete and original format. You **do not** have permission to use or modify this file for commercial purposes or sell it. Contact julie@organizedwriter.com for more information.



"If only I were more organized...."

What would you do? Write more? Publish more? Probably. But who has the time to get organized?

You do. Spend a little investment time each day for the next 30 days and:

- Learn the one secret tool every writer needs to stay organized.
- Find out the most precious resource of any writer—and how you can maximize it.
- Get 30 printable Forms and Checklists to track your ideas, your queries, your markets, and your manuscripts.
- Determine your "organizing personality" and use it to stay organized.
- Learn how to file your papers (and actually find them back).
- Learn tricks to make your computer do your work and save you time.
- Customize the program to fit the way you work.
- And more!

Get the ebook for immediate download at [Booklocker.com](http://www.booklocker.com) for only \$14.95!

<http://www.booklocker.com/books/937.html>

Never enough time to write? No problem!

Listen to 30 days of tips, tricks and resources to help you create a custom plan to help you do more of what you love – writing!

Perfect as a gift for your favorite writer, this 45-minute audio CD explains:

The one thing every writer needs to write more

How to work with your personality (and not against it) to write more

The best way to set goals (and actually stick with them)

Your most important resource as a writer (and how to maximize it)

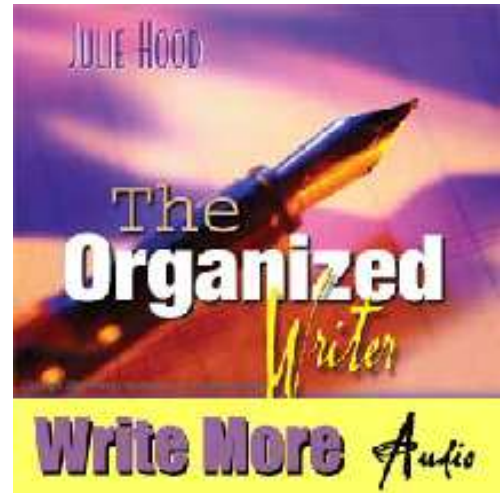
What you need to do today and tomorrow to make sure you write more in 2004

Time-buster strategies for writers who are too busy to write

What filing system is best for you.

... and more!

Discover the best ways to get organized while you walk on the treadmill or listen in the car with the *Write More Audio CD*.




Only \$19.95 plus S&H.

[Buy Now!](#)

We are what we repeatedly do. Excellence then, is not an act, but a habit. -Aristotle


January 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	 <i>More...</i>				1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 Martin Luther King, Jr. Day	19	20	21	22	23
24	25	26	27	28	29	30
31						

January Focus: Planning	
<input type="checkbox"/> Write _____ minutes/pages/words.	<input type="checkbox"/> Pay 2009 4th quarter sales tax.
<input type="checkbox"/> Send _____ queries.	<input type="checkbox"/> Pay 2009 estimated taxes (final payment).
<input type="checkbox"/> Send _____ reprint queries.	<input type="checkbox"/> Set yearly goals.
<input type="checkbox"/> Seasonal queries: May, Jun, Jul	<input type="checkbox"/> Record 2010 beginning mileage: _____
<input type="checkbox"/> Balance checking account.	<input type="checkbox"/> Determine 2010 income plan.
<input type="checkbox"/> Pay credit card.	<input type="checkbox"/> Create 2010 accounting folders.
<input type="checkbox"/> Buy <i>office supplies</i> .	<input type="checkbox"/>

That which hinders your task is your task. -Sanford Meisner

February 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 Valentine's Day	15 President's Day	16	17 Ash Wednesday	18	19	20
21	22	23	24	25	26	27
28					 <p>WORDS SELL More...</p>	Black History Month

February Focus: Writing

- | | |
|---|---|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> What projects are the focus in February? |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Buy <u>office supplies</u> . |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> |
| <input type="checkbox"/> Seasonal queries: Jun, Jul, Aug | <input type="checkbox"/> |
| <input type="checkbox"/> Balance checking account. | <input type="checkbox"/> |
| <input type="checkbox"/> Pay credit card. | <input type="checkbox"/> |

Self-image sets the boundaries of individual accomplishment.
 –Maxwell Maltz

March 2010


Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14 Daylight Savings Time Starts	15	16	17 St. Patrick's Day	18	19	20 First Day of Spring
21	22	23	24	25	26	27
28	29	30	31	 More...	Women's History Month	

March Focus: Accounting and Taxes

- | | |
|---|--|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Prepare taxes. |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Update accounting and software. |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Pay credit card. |
| <input type="checkbox"/> Seasonal queries: Jul, Aug, Sep | <input type="checkbox"/> Balance checking account. |
| <input type="checkbox"/> Buy <u>office supplies</u> . | <input type="checkbox"/> |

Take a chance! All life is a chance. The man who goes furthest is generally the one who is willing to do and dare. ~Dale Carnegie


April 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 April Fool's Day	2	3
4 Easter Sunday	5	6	7	8	9	10
11	12	13	14	15 Taxes Due Estimated Tax Payment Due	16	17
18	19	20	21	22 Earth Day	23	24
25	26	27	28	29	30	 More...

April Focus: Filing	
<input type="checkbox"/> Write _____ minutes/pages/words.	<input type="checkbox"/> Pay 1st quarter sales tax.
<input type="checkbox"/> Send _____ queries.	<input type="checkbox"/> Pay 2010 estimated taxes (1st payment).
<input type="checkbox"/> Send _____ reprint queries.	<input type="checkbox"/> Pay taxes by April 15th.
<input type="checkbox"/> Seasonal queries: Aug, Sep, Oct	<input type="checkbox"/> Update filing system.
<input type="checkbox"/> Balance checking account.	<input type="checkbox"/> Buy <u>office supplies</u> .
<input type="checkbox"/> Pay credit card.	<input type="checkbox"/>

Perseverance is not a long race; it is many short races one after another.
 ~Walter Elliott

May 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		 More...				1
2	3	4	5 Cinco de Mayo	6	7	8
9 Mother's Day	10	11	12	13	14	15 Armed Forces Day
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 Memorial Day					

May Focus: Office/Workspace

- | | |
|---|--|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Donate unused books and magazines |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Purchase office supplies |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Reorganize desk. |
| <input type="checkbox"/> Seasonal queries: Sep, Oct, Nov | <input type="checkbox"/> Buy <u>office supplies</u> . |
| <input type="checkbox"/> Balance checking account. | <input type="checkbox"/> |
| <input type="checkbox"/> Pay credit card. | <input type="checkbox"/> |

You miss 100 percent of the shots you never take. ~Wayne Gretzky

June 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Flag Day	15	16	17	18	19
20 Father's Day	21 Summer Begins	22	23	24	25	26
27	28	29	30			

June Focus: Projects	
<input type="checkbox"/> Write _____ minutes/pages/words.	<input type="checkbox"/> Update Project Index and Project Detail Forms.
<input type="checkbox"/> Send _____ queries.	<input type="checkbox"/> Prioritize projects.
<input type="checkbox"/> Send _____ reprint queries.	<input type="checkbox"/> Pay 2010 estimated taxes (2nd payment).
<input type="checkbox"/> Seasonal queries: Oct, Nov, Dec	<input type="checkbox"/> Buy <u>office supplies</u> .
<input type="checkbox"/> Balance checking account.	<input type="checkbox"/>
<input type="checkbox"/> Pay credit card.	<input type="checkbox"/>

Success is the sum of small efforts, repeated day in and day out.
 ~Robert Collier

July 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4 Independence Day	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July Focus: Time	
<input type="checkbox"/> Write _____ minutes/pages/words.	<input type="checkbox"/> How can I make more time to write?
<input type="checkbox"/> Send _____ queries.	<input type="checkbox"/> Pay 2nd quarter sales tax.
<input type="checkbox"/> Send _____ reprint queries.	<input type="checkbox"/> Buy <u>office supplies</u> .
<input type="checkbox"/> Seasonal queries: Nov, Dec, Jan	<input type="checkbox"/>
<input type="checkbox"/> Balance checking account.	<input type="checkbox"/>
<input type="checkbox"/> Pay credit card.	<input type="checkbox"/>

If there's a book you really want to read, but it hasn't been written yet, then you must write it. ~Toni Morrison

August 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
		 <p>More...</p>				Back to School

August Focus: Skill-Building

- | | |
|---|--|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Take a course. |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Listen to an audio book. |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Pay credit card. |
| <input type="checkbox"/> Seasonal queries: Dec, Jan, Feb | <input type="checkbox"/> Buy <u>office supplies</u> . |
| <input type="checkbox"/> Balance checking account. | <input type="checkbox"/> |

Thus, in a real sense, I am constantly writing autobiography,
but I have to turn it into fiction in order to give it credibility.
~Katherine Paterson,

September 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Labor Day	7	8	9	10	11
12 Grandparent's Day	13	14	15	16	17	18
19	20	21	22	23 First Day of Autumn	24	25
26	27	28	29	30		 <p>More...</p>

September Focus: Ideas

- | | |
|---|---|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Improve idea tracking. |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Collect ideas from notebooks. Add to Idea Index. |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Update Idea Index/ Idea Grabber forms. |
| <input type="checkbox"/> Seasonal queries: Jan, Feb, Mar | <input type="checkbox"/> Pay 2010 estimated taxes (3rd payment). |
| <input type="checkbox"/> Balance checking account. | <input type="checkbox"/> Buy <u>office supplies</u> . |
| <input type="checkbox"/> Pay credit card. | <input type="checkbox"/> |

Vigorous writing is concise. ~William Strunk Jr.

October 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 <p>More...</p>					1	2
3	4	5	6	7	8	9
10	11 Columbus Day	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31 Halloween						

October Focus: Queries

- | | |
|--|--|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Improve queries and bio. |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Calculate query ratio (number of successful queries divided by number of queries sent). |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Update Query Index. |
| <input type="checkbox"/> Seasonal queries: Feb, Mar, Apr | <input type="checkbox"/> Follow up on any outstanding queries. |
| <input type="checkbox"/> Balance checking account | <input type="checkbox"/> Pay 3rd quarter sales tax. |
| <input type="checkbox"/> Pay credit card. | <input type="checkbox"/> If extended, submit 2009 tax return. |
| <input type="checkbox"/> Buy <u>office supplies</u> . | |

A writer is a writer not because she writes well and easily, because she has amazing talent, because everything she does is golden. In my view, a writer is a writer because even when there is no hope, even when nothing you do shows any sign of promise, you keep writing anyway. ~Junot Diaz

November 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7 Daylight Savings Time Ends	8	9	10	11 Veterans Day	12	13
14	15	16	17	18	19	20
21	22	23	24	25 Thanks-giving Day	26	27
28	29	30				 <u>More...</u>

November Focus: Online Workspace

- | | |
|---|--|
| <input type="checkbox"/> Write _____ minutes/pages/words. | <input type="checkbox"/> Clean out email. |
| <input type="checkbox"/> Send _____ queries. | <input type="checkbox"/> Improve/update web site. |
| <input type="checkbox"/> Send _____ reprint queries. | <input type="checkbox"/> Schedule year-end review with accountant. |
| <input type="checkbox"/> Seasonal queries: Mar, Apr, May | <input type="checkbox"/> Buy <u>office supplies</u> . |
| <input type="checkbox"/> Balance checking account. | <input type="checkbox"/> |
| <input type="checkbox"/> Pay credit card. | <input type="checkbox"/> |

If you don't have the time to read, you don't have the time or the tools to write. ~Stephen King

December 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Start 2011 organized... get your copy of The Organized Writer today!		 <p>More...</p>	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
		First Day of Winter			Christmas Eve	Christmas Day
26	27	28	29	30	31	
					New Year's Eve	
December Focus: The Finish Line!						
<input type="checkbox"/> Write _____ minutes/pages/words. <input type="checkbox"/> Send _____ queries. <input type="checkbox"/> Send _____ reprint queries. <input type="checkbox"/> Seasonal queries: Apr, May, Jun <input type="checkbox"/> Balance checking account.						
<input type="checkbox"/> What goal can I finish this month? <input type="checkbox"/> Pay credit card. <input type="checkbox"/> Record 2010 ending mileage: _____ <input type="checkbox"/> Buy <u>office supplies</u> .						

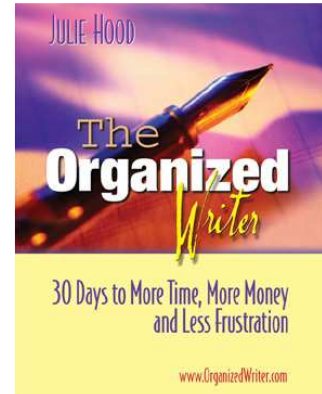
What else?

"If only I were more organized...."

What would you do? Write more? Publish more? Probably. But who has the time to get organized?

You do. Spend a little investment time each day for the next 30 days and:

- Learn the one secret tool every writer needs to stay organized.
- Find out the most precious resource of any writer—and how you can maximize it.
- Get 30 printable Forms and Checklists to track your ideas, your queries, your markets, and your manuscripts.
- Determine your "organizing personality" and use it to stay organized.
- Learn how to file your papers (and actually find them back).
- Learn tricks to make your computer do your work and save you time.
- Customize the program to fit the way you work.
- And more!



Get the ebook for immediate download at Booklocker.com.

<http://www.booklocker.com/books/937.html?s=calendar>

The PDF version of this eCalendar is available for free from The Organized Writer at <http://www.organizedwriter.com/calendar.htm>.

Visit **The Organized Writer site** (<http://www.organizedwriter.com/>) today for more tips, tricks and solutions to improve your writing life, including:

- A free email newsletter for sidetracked writers, [Writer-Reminders](#).
- A free planner, The Sidetracked Writer's Planner, when you subscribe. Visit the archives at <http://groups.yahoo.com/group/Writer-Reminders/>.
- [Resources page](#) with links to markets, writer's sites, online bookstores, book writing and marketing links, and more!