Meeting Progress

Please Do Not Disturb

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Welcome to the 15-minute Academic Writing Challenge

- Pick a time of day you will write.
- Set a timer for 15 minutes. Write.
- When the timer goes off, stop, even if you are midsentence.
- Leave a few breadcrumbs to help you get started again: "If I could keep writing what would I do next?"
- Get on with your day.

Your Goal (it's all about the process):

Minimum:

At least ____ days/week.

I can do this!:

Minimum + at least ____ weeks of at least ____ days/week.

Stretch (keep it painless):

at least ____ weeks of at least ____ days/week

Use this chart to keep track.

Highlight the days when you do your 15 minutes. You can restart any time. Just draw a line under the last used week. Start numbering the weeks from 1 again.



Track Your Progress

Week 1:	1	2	3	4	5
Week 2:	1	2	3	4	5
Week 3:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:	1	2	3	4	5
Week:		2	3	4	5



Week