



The Blog Planner

2021 Calendar

January

Mo	Tu	We	Th	Fr	Sa	Su
				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

February

Mo	Tu	We	Th	Fr	Sa	Su
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

March

Mo	Tu	We	Th	Fr	Sa	Su
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				

April

Mo	Tu	We	Th	Fr	Sa	Su
			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		

May

Mo	Tu	We	Th	Fr	Sa	Su
					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						

June

Mo	Tu	We	Th	Fr	Sa	Su
	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				

July

Mo	Tu	We	Th	Fr	Sa	Su
			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	

August

Mo	Tu	We	Th	Fr	Sa	Su
						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					

September

Mo	Tu	We	Th	Fr	Sa	Su
		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			

October

Mo	Tu	We	Th	Fr	Sa	Su
				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

November

Mo	Tu	We	Th	Fr	Sa	Su
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					

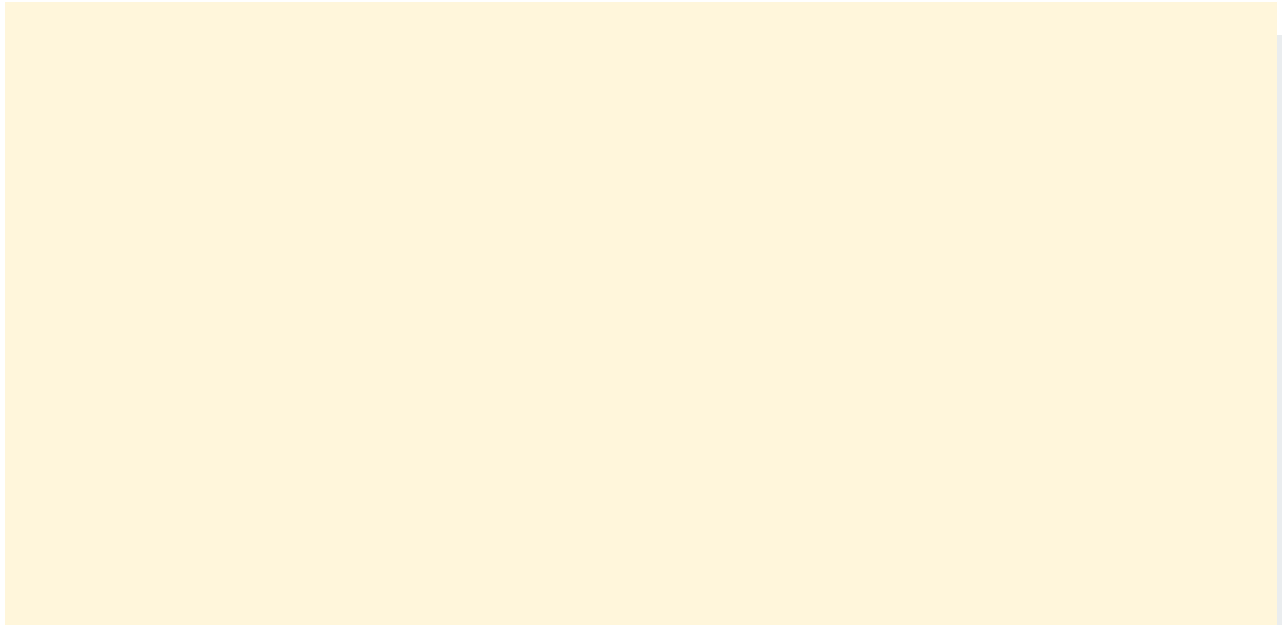
December

Mo	Tu	We	Th	Fr	Sa	Su
		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		

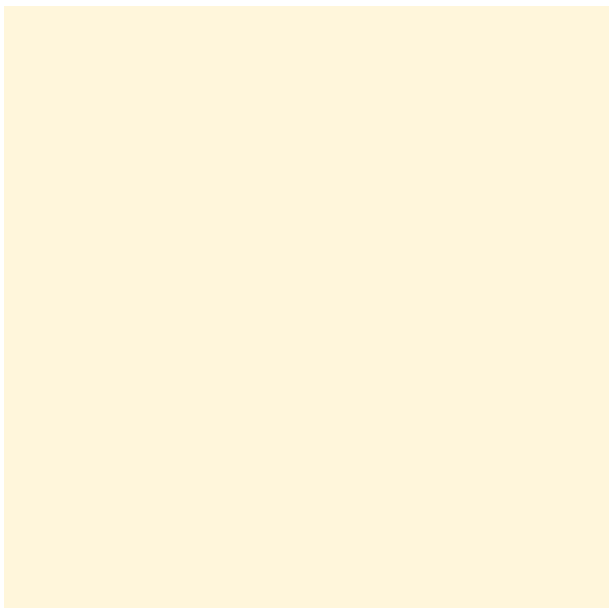
Blog Post Ideas...

Daily Planner

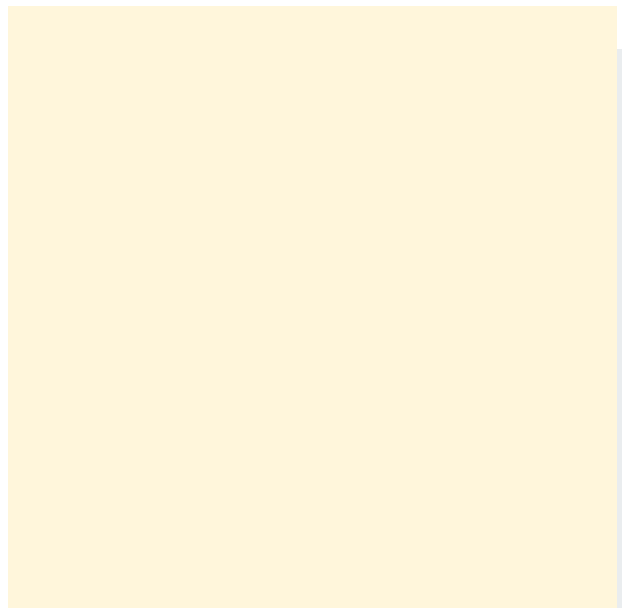
TO-DO LIST



PRIORITY GOALS



NOTES & REMINDERS



Monthly Planner

JANUARY

FEBRUARY

MARCH

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

Weekly Post Planner

WEEKLY GOAL

MONDAY

TUESDAY

WEDNESDAY

THURSDAY

FRIDAY

SATURDAY

Weekly To-Do List

M

T

W

T

F

S



Daily Blog Checklist

BLOG

- ☐ Publish new post
- ☐ Respond to comments
- ☐ Improve 1-2 old posts
- ☐ Check for broken links

FACEBOOK

- ☐ Share latest post
- ☐ Ask a question
- ☐ Reply to any comments
- ☐ Share post to groups/pages

INSTAGRAM/STORIES

- ☐ Share post on stories
- ☐ Like/Comment other posts
- ☐ Share new grid post
- ☐ Follow/Engage other bloggers

TWITTER

- ☐ Schedule 3-5 tweets
- ☐ RT 3-5 tweets from bloggers
- ☐ Follow someone new
- ☐ Share latest post

PINTEREST

- ☐ Pin 5 blog post pins
- ☐ Repin 5 old posts
- ☐ Repin for 10mins after posting

EMAIL

- ☐ Reply to important emails
- ☐ Delete any junk mail
- ☐ Check your junk mail!

SEO Checklist

- ☐ Do your keyword research
- ☐ Include your keyword in the title
- ☐ Include your keyword in meta description
- ☐ Include your keyword 2-5 times in post
- ☐ Add a feature image
- ☐ Add subheadings!
- ☐ Include internal & external links
- ☐ Add a call to action
- ☐ Include keyword in heading tags
- ☐ Add ALT tags to images
- ☐ Include keyword in your URL



Sponsored collaborations

Expenses Tracker

Giveaway Tracker

START DATE:
END DATE:
TOTAL ENTRIES
CONTACTED ☐

WINNER:
EMAIL:
ITEM SENT ☐

START DATE:
END DATE:
TOTAL ENTRIES
CONTACTED ☐

WINNER:
EMAIL:
ITEM SENT ☐

START DATE:
END DATE:
TOTAL ENTRIES
CONTACTED ☐

WINNER:
EMAIL:
ITEM SENT ☐

START DATE:
END DATE:
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WINNER:
EMAIL:
ITEM SENT ☐

START DATE:
END DATE:
TOTAL ENTRIES
CONTACTED ☐

WINNER:
EMAIL:
ITEM SENT ☐

START DATE:
END DATE:
TOTAL ENTRIES
CONTACTED ☐

WINNER:
EMAIL:
ITEM SENT ☐

Blog income log

Product Review Tracker

Social Media Log Ins

Website	Username	Password

Sites & Traffic

	CURRENT STATS	END OF MONTH GOAL	END OF MONTH STATS
FACEBOOK			
TWITTER			
INSTAGRAM			
PINTEREST			
YOUTUBE			

NOTES...

Contacts



Name:

Email:

Agreed fee:

Job Hired for:

Name:

Email:

Agreed fee:

Job Hired for:

Name:

Email:

Agreed fee:

Job Hired for:

Name:

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Agreed fee:

Job Hired for: