MY BLOG
Planner
2014

My *Blogging* RESOLUTIONS *2014*

GOAL:

DATE:

GOAL:

DATE:

GOAL:

DATE:

GOAL:

DATE:

think SMART

Often people set resolutions and don't look at them again after the month of January. One way to make sure that you are actively working towards your goals are by setting S.M.A.R.T goals in the first place. A S.M.A.R.T. resolution is a goal that has the following characteristics:

SPECIFIC

MEASURABLE

ACHIEVABLE

REALISTIC

TIMEBOUND

My Blog FOCUS WORKSHEET

WHY I BLOG

WHO DO I BLOG FOR?

_____
_____

WHAT IS MY BLOG REALLY ABOUT?

_____
_____

WHEN WILL MY BLOG BE WHERE I WANT IT TO BE?

_____
_____

WHERE DO I SEE MY BLOG GOING?

_____
_____

ONE *word* TO DESCRIBE MY BLOG

MY BLOGGING CHALLENGES

GOALS

My Blog's
STYLE SHEET

FONTS

_____

_____

_____

COLORS

NAME	HEX	RGB	CMYK

LOGO

file name:

_____

folder name:

_____

PASTE
LOGO
HERE

IMAGE SIZING

post image: ☐ X ☐ pixels   sidebar: ☐ X ☐ pixels

feature image: ☐ X ☐ pixels   _____ ☐ X ☐ pixels

_____ ☐ X ☐ pixels   _____ ☐ X ☐ pixels

NOTES:

_____

_____

BLOG POST
Brainstorming!

IDEA

SEO

TAGS

CATEGORY

DATE

OTHER POSTS FROM IDEA:

SUPPLIES / TIME NEEDED:

LINK UP TO / PROMOTE ON:

IDEA

SEO

TAGS

CATEGORY

DATE

OTHER POSTS FROM IDEA:

SUPPLIES / TIME NEEDED:

LINK UP TO / PROMOTE ON:

MY BLOG
Planner

WEEK OF:

MONDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

TUESDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

WEDNESDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

THURSDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

FRIDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

SATURDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

SUNDAY
g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

SEO: ☐ SCHEDULED ☐ PUBLISHED

BLOG MAINTENANCE:

☐ BACKUP BLOG

☐ COMMENT REPLIES

☐ CHECK DESIGN

☐ CHECK LINKS

☐ _____

☐ _____

☐ _____

GUEST POSTS/ GIVEAWAYS:

☐ _____

DATE:
ADVERTISE: g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

☐ _____

DATE:
ADVERTISE: g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

☐ _____

DATE:
ADVERTISE: g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

LOOK AHEAD:

MY BLOG
Planner

MONTH OF:

MON	TUES	WED	THURS	FRI	SAT	SUN
☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED
☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED
☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED
☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED
☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED	☐ SCHEDULED ☐ PUBLISHED

MONTHLY BLOGGING GOALS:

☐ _____

☐ _____

☐ _____

☐ _____

☐ _____

BLOGS TO PROMOTE:

BLOG URL: _____

POST ☐ g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

BLOG URL: _____

POST ☐ g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

My Blog ANALYTICS

MY BLOG Planner

	UNIQUE PAGE VIEWS	BOUNCE RATE	EMAIL SUBSCRIBERS	GOOGLE PAGE RANK	ALEXA SCORE	FACEBOOK	TWITTER	INSTAGRAM	GOOGLE+	PINTEREST	RSS	OTHER:
JAN												
FEB												
MAR												
APR												
MAY												
JUN												
JUL												
AUG												
SEP												
OCT												
NOV												
DEC												

GOAL FOR THE YEAR:

My Blog's
FINANCES

USE THIS SHEET TO TRACK YOUR BLOG INCOME AND EXPENSES.

DATES:

DATE	AMOUNT	MEMO	TOTAL	DATE	AMOUNT	AMOUNT	TOTAL

My Blog Project
BUDGET WORKSHEET

PROJECT:

SPONSOR:

CALCULATE WHAT TO CHARGE FOR THIS PROJECT

PROFIT NEED:

X $\quad$ est. hours
X $\quad$ hourly rate
= profit needed

X $\quad$ _____

EST. SUPPLY COST:

SPONSOR COST:

profit needed
+ supply cost
= sponsor cost

+ _____

*can also be calculated back from the payment given to calculate how much time/money to spend on project and still make your desired profit

BUDGETED HOURS

activity	time spent

TOTAL HOURS _____

BUDGETED SUPPLY COSTS

supply	cost	supply	cost

ACTUAL SUPPLY COSTS _____

CALCULATE YOUR PROFIT FOR THIS PROJECT

PAYMENT

SUPPLY COSTS

payment
- costs
= $ made

$ _____

HOURS

$ MADE
/ hours
= $/hour

$ _____ / HOUR

NOTES:

My Blog's
AFFILIATE PROGRAMS

COMPANY WEBSITE URL	AFFLIATE INFO	LOGIN INFO	% EARNED/ PAYOUT

NOTES:

My Blog's SPONSORS

COMPANY / URL	PAID DATE/COST	AD STYLE	AD RUNNING DATES	AD UP? DATE	PROMOTED?	FOLLOW UP EMAIL?	ADDITIONAL AD OFFER?
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				
	DATE: $	☐ BUTTON // SIZE: ☐ POST // DETAILS: ☐ LINKS // DEATILS:	START DATE: END DATE:				

NOTES:

My *Blogging* COLLABORATIONS

PROJECT:

TO DO/ RESPONSIBILITIES:

- DATE:
- DATE:
- DATE:
- DATE:
- DATE:

PUBLISHING DATE:

g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

COLLABORATOR INFO:

BLOG:
BLOGGER:
EMAIL:

OTHER INFO:

☐ SCHEDULED ☐ PUBLISHED

PROJECT:

TO DO/ RESPONSIBILITIES:

- DATE:
- DATE:
- DATE:
- DATE:
- DATE:

PUBLISHING DATE:

g+ ☐ f ☐ 📷 ☐ 📌 ☐ 🐦 ☐

COLLABORATOR INFO:

BLOG:
BLOGGER:
EMAIL:

OTHER INFO:

☐ SCHEDULED ☐ PUBLISHED