

Writing Schedule Worksheet

1 Month Plan: To have a draft in a month, you should average roughly 2,000 words each day, or **14,000 words a week**. Plan out your week realistically to spread out those words during your writing time.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time of Day							
Total Hours							
Words Goal							

1 Year Plan: To have a short novel in a year, you only have to commit to a page (roughly 350 words) a day. If you average that up to 500 words a day, that's only **3,500 words a week**. Even if you group your writing time into chunks rather than writing every day, this should be totally doable. Examples – 2 days a week at 1,750 words each; 5 days of 700 words each (with the weekend still off).

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time of Day							
Total Hours							
Words Goal							

Long-Term Schedule: Eventually, once you have completed drafts, writing becomes a habit and you need to think how to divide your time among writing, editing and planning new projects. Come back to this chart to graph out those decisions.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Writing Time							
Editing Time							
Planning Time							