

Annual Planning Guide

First Quarter	Second Quarter
<i>Quarter Theme:</i>	<i>Quarter Theme:</i>
January	April
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.
February	May
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.
March	June
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.

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Third Quarter	Fourth Quarter
<i>Quarter Theme:</i>	<i>Quarter Theme:</i>
July	October
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.
August	November
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.
September	December
<i>Monthly Focus:</i>	<i>Monthly Focus:</i>
Wk 1.	Wk 1.
Wk 2.	Wk 2.
Wk 3.	Wk 3.
Wk 4.	Wk 4.