



MISSION CHALLENGE: Creating Schedules

MEMBER NAME:

TEAM NAME:

WATCHED TRAINING
VIDEOS [3 PTS]

SUBMIT TASK SHEET:
TOP 5 TAKEAWAYS
[10 PTS]



OBJECTIVE

What gets scheduled gets done!

This Mission Challenge will help you get organised to finish 2025 feeling calm and organised!

MISSION STEPS

Step 1

Watch the Creating Schedules training:

Part 1: [Creating Schedules | Training Session](#)

Part 2: [Creating Schedules | Training Session](#)
[Creating Schedules | Q & A Session](#)

Step 2

Review what's in your current schedule before your holiday closure period



Step 3

What's your 2026 schedule looking like?

A TEAM TIPS

Weeks 1+ 2: Watch the 3 training videos [complete by end of Week 2]

Week 3: A Team Video Chat: Discuss key takeaways and any tips for scheduling out 2026

Week 4: Write down your top 5 takeaways and a summary of what you have done to schedule 2026. Submit your completed Mission to your Captain/s



MISSION COMPLETE: 28 NOV 2025



Top 5 Takeaways

[illegible][illegible]