

| | What to do | V |
|--------------|--------------------|---|
| FIRST | | |
| | Get ready for work | |
| | | |
| NEXT | | |
| | Work time | |
| | | |
| THEN | | |
| | Put things away | |
| | | |
| LAST | | |
| | Reward Time! | Write down what you are going to do after finishing your work |