

Weekly Responsibilities

- Share your top book picks with a cute graphic and give the author a nod.
- Connect with your circle of readers, writers, and bloggers for a boost of inspiration.
- Review your insights and make easy updates to keep things feeling smooth and balanced.
- Try out new platforms and discover ideas that spark something fun.
- Plan your weekly posts across every platform to stay on track.
- Gather ideas for next week's content and visuals.
- Update your ads or posts and revisit last week's wins.
- Check your performance numbers to spot what's working.
- Visit Facebook groups a few times a week and share light, friendly daily posts.



A photograph of a minimalist desk setup. On the left, a stack of books with various spines (brown, black, and gold-embossed) is held together by a silver metal bookend. To the right of the books is a small, clear glass pen holder containing several dark pens. Further right is a white, rectangular object, possibly a paperweight or a small box. In the foreground on the right, the corner of a black laptop is visible, showing a dark screen. The background is a plain, light-colored wall.

Notes!

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins or other markings on the paper.