

SATURDAY 15 AUGUST 2026 · DAY 227 OF THE YEAR · WEEK 33

Date		Sat 15 Aug 2026	
Start hour		7	
TIME	EVENT	WHERE / WITH	DONE
7:00 AM	Morning run	Riverside trail	
7:30 AM			
8:00 AM	Email + inbox zero	Desk	✓
8:30 AM			
9:00 AM	Team standup	Zoom	✓
9:30 AM	Sprint planning	Room 2B / Michael	
10:00 AM			
10:30 AM	Client call — Acme renewal	Zoom / Sarah	
11:00 AM			
11:30 AM			
12:00 PM	Lunch	Café Rio	
12:30 PM			
1:00 PM	Deep work — Q3 report	Desk, no meetings	
1:30 PM			
2:00 PM	1:1 — Rachel	Room 4A	
2:30 PM			
3:00 PM	Design review	Studio	
3:30 PM			
4:00 PM	Vendor demo	Zoom	
4:30 PM			
5:00 PM	Wrap up + plan tomorrow	Desk	
5:30 PM			
6:00 PM	Dinner with family	Home	
6:30 PM			

ON THIS DATE

- nothing on this date
- weekend day
- 138 days left in the year
- next holiday: New Year celebrations worldwide, 1 Jan

NOTES

Ship the Q3 draft before 4 PM. Book flights for the Denver trip.