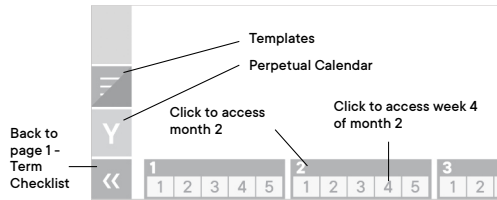


# The Teacher's Weekly UNDATED Interactive Planner

This undated Teacher's Planner has been designed to work well in GoodNotes, Noteshelf, and Notability. It has hyperlinked month, week, and notes pages. "Month 1" can be any month you choose. You can create your own month and number labels, or use the stickers that came with this book.

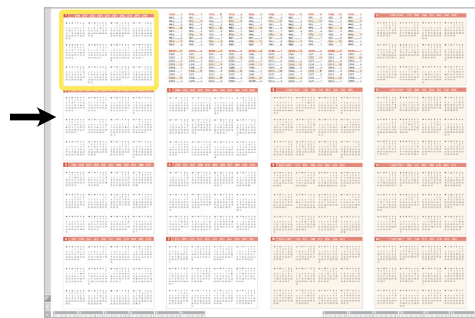
The [Teacher's Weekly Planning range](#) is designed and made in Australia.

- [Undated, with clear plastic cover \(ER-9000\)](#)
- [Bare Essentials undated, with clear plastic cover \(ER-9000Y\)](#)
- [Term planner undated — buy in bulk and save \(ER-9000T\)](#)
- [Month Planning Book, hard copy \(9000M\)](#)
- [Undated interactive PDF \(ER-9000e-U\)](#)
- [Dated interactive PDF \(ER-9000e\)](#)
- [Printables \(ER-9000PR\)](#)



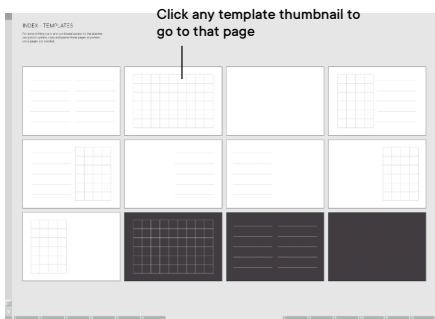
## Navigation

Access the Term Checklist page, Perpetual Calendar, Templates, plus month and week pages, from any page.



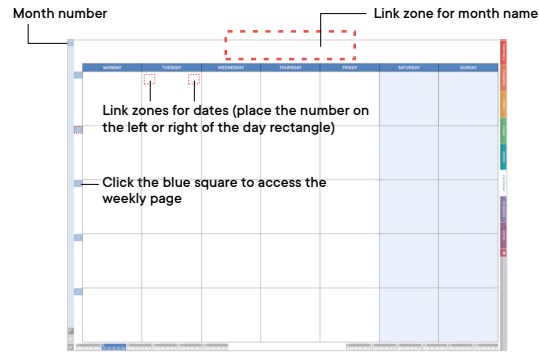
## Perpetual Calendar

Highlight this year's calendar for easy reference.



## Template Pages

These pages may be freely copied and pasted anywhere throughout the planner. Should you need extra pages in a particular section, it's much preferable to source them from here; copying and pasting from anywhere else will also duplicate the navigation system for that page, and you might find things get rather mixed up.

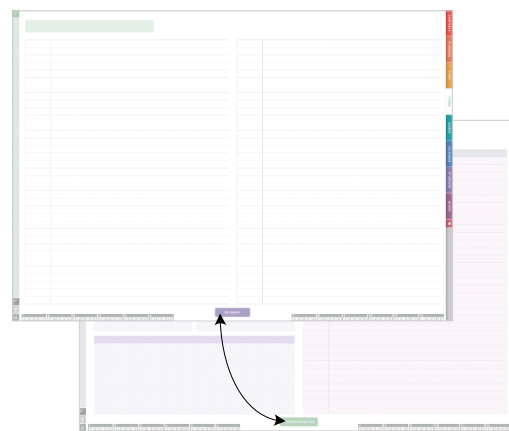


## Month Pages

Each month page is linked to 5 weekly pages, accessible via the blue rectangle to the left of each week on the month grid.

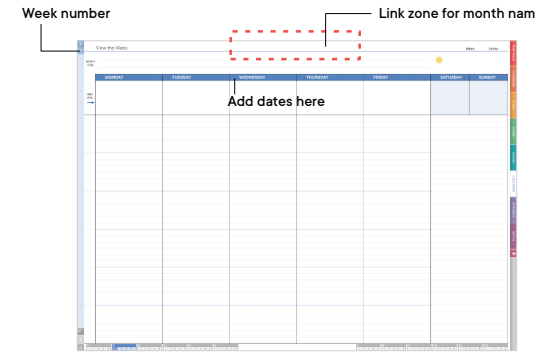
There is an active link area on the top left and top right of each day in the month grid, so you can place your numbers on either the left or right. Clicking in that region will take you to the page associated with that day.

Month pages can be accessed at any time by clicking the active link area at the top of each week and week notes page, or by clicking the month number in the small index on the bottom edge of each page.



## Communication and Student Pages

Student profiles are always one click away as you keep track of conversations, meetings, and other communication with students and parents. Similarly, communication notes are accessible right from each student's profile page.

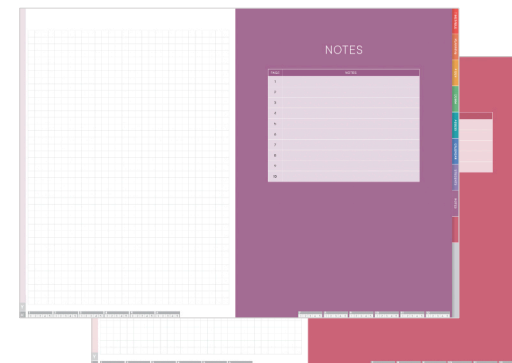


## Week Pages

Each 7-day weekly spread has corresponding day pages that can be accessed by clicking the active link region at the top of each day. You can leave the blue square blank or add a label showing the current week's number.

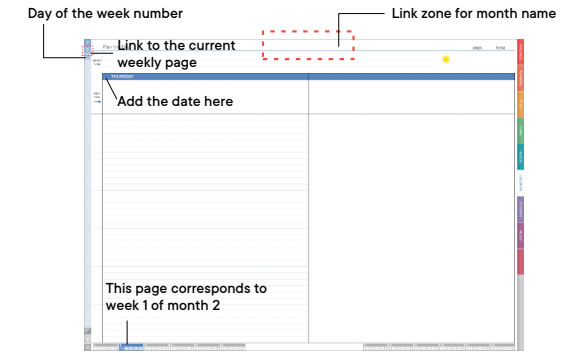
Being an undated planner there are, of necessity, five weekly spreads per month—even though some won't need the 5th week at all and others will share that week with the following month. When there is an overlap, we recommend only using the 5th week of a month if its final week has 4 or more days.

You can ignore the extra weeks, use them for additional notes, or delete them. Deleting or moving pages will not affect the navigation links.



## Custom Sections

Use the Notes index page and blank tab page to track information pertinent to your school and your responsibilities. Add additional pages to either by choosing a layout from the Templates section.



## Day Pages

There are 35 day pages per month—such is the nature of an undated planner! Unused pages can be used for additional notes, ignored, or deleted without affecting the navigation of the remaining pages.

Navigate back to the week that day belongs to by clicking on the small blue rectangle; top left, middle.

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Create your own colour-coordinated graphics by entering these codes into the custom swatch section of your chosen notes app. For tints, enter the hex code at <https://Oto255.com>.

HEX 1	Topic
F04E45	Timetable
F68C50	Planning
FDB94D	Professional Development
66ED5F	Communication
3FD7AD	Assessments
5986C1	Weeks
8C7DFF	Students
9E52F2	Notes
F740BF	Custom (blank)