**Time-Management: Where does my time go?**

|  |  |  |  |
| --- | --- | --- | --- |
| Activity | # of hours/ day  *( ex. 3 hours/day)* | X times/ week  *( ex. 3 hours x 2 times/week)* | # of hours/week  *( ex. 6 hours/week)* |
| Sleep |  |  |  |
| Meals |  |  |  |
| Part-time job |  |  |  |
| Friends/socializing |  |  |  |
| Screen time (phone, computer) |  |  |  |
| Extra-curriculars/hobbies |  |  |  |
| Physical activity |  |  |  |
| Lectures/tutorials/labs |  |  |  |
| Personal care |  |  |  |
| Chores/errands |  |  |  |
| Studying |  |  |  |
| Other: |  |  |  |
|  |  | **TOTAL TIME=** |  |

|  |  |
| --- | --- |
| **Hours in a Week** |  |
| * **Total hours of activity** |  |
| **= Total Hours available** |  |

*168 hours/week – 56 hours/week for sleep = 112 hours/week to do anything!*