

Setting Study Times

Directions:

Use the Weekly Planning document on the next page to complete the following activities:

1. Think of your typical week. This calendar is not dated, so it should apply to your average week. Yes, all weeks are different and unexpected things happen, but on average, we are creatures of habit and routine. We do the same things at the same times.
2. Add in all of your scheduled activities – work hours, classes, commute times, sleeping, eating, chores, etc. Anything that happens on a regular basis needs to be added into the Weekly Planner.
3. After you add all of your scheduled, routine events, look at the white spaces that are left.
4. These are all of the hours that you have to study, do homework, relax, etc. On the sample planner, I have approximately 57 ½ hours to grade papers and prepare materials for classes (that's my homework). Now, I don't want or need 57 hours to grade and prepare materials, and I also need some time to relax just like you do.
5. Look at the white spaces where you could study. The typical student will block off 3-4 hours once a week to get all of his/her assignments completed and will only block off time for assigned homework. This is not a good method to use. Instead, try the following:
 - a. Look for small chunks of time – 30 minutes to 1 hour – each day if possible. Make sure that you have enough study blocks for every class.
 - b. Mark these as study blocks on your calendar.
 - c. For every class that you have homework assigned (math problems, essays to write, etc.) find another 30 minutes to 1 hour for each class.
 - d. Each class should have 2-3 hours a week dedicated to studying and doing homework, but don't spend more than 30 minutes on any one subject. If you study/work too long, your brain will get tired and overloaded, and your study/homework sessions will not be as productive.
6. Now, treat these study/homework sessions as an appointment with yourself to do the required tasks of college. If you wouldn't miss class or your job to watch Netflix or play games, then don't miss your scheduled study/homework times to watch Netflix or play games.
7. For right now, practice setting aside the scheduled time and get used to doing this. You will learn more about what to do with your scheduled study times as the course and the semester progresses.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6:00 ↑ sleep	6:00 Breakfast	6:00 Breakfast	6:00 Breakfast	6:00 Breakfast	6:00 Breakfast	6:00 ↑ sleep
:30	:30 Laundry	:30 Laundry	:30 Laundry	:30 Laundry	:30 Laundry	:30
7:00	7:00 Commute	7:00 Commute	7:00 Commute	7:00 Commute	7:00 Commute	7:00
:30	:30	:30	:30	:30	:30	:30
8:00 Breakfast	8:00	8:00	8:00	8:00	8:00 Class Tasks	8:00 Breakfast
:30	:30	:30	:30	:30	:30	:30
9:00	9:00	9:00 Coaching	9:00 TLC Meeting	9:00 Coaching	9:00 Office Hour	9:00 Order Groc. & Menu Plan
:30	:30	:30	:30	:30	:30	:30
10:00	10:00	10:00 Class Prep	10:00	10:00 Class Prep	10:00	10:00
:30	:30	:30	:30	:30	:30	:30
11:00	11:00 Lunch	11:00 Lunch	11:00 Lunch	11:00 Lunch	11:00	11:00
:30	:30	:30	:30	:30	:30 Lunch	:30
12:00 Pick up Groceries	12:00	12:00	12:00	12:00	12:00	12:00 Lunch
:30 Lunch	:30	:30 EDUC 1300	:30 Class Prep	:30 EDUC 1300	:30	:30
1:00	1:00	1:00 Office Hour	1:00	1:00 Office Hour	1:00	1:00
:30	:30	:30 Class Tasks	:30 SDEV 0012	:30 Class Tasks	:30	:30
2:00	2:00	2:00	2:00	2:00	2:00	2:00
:30	:30	:30	:30	:30	:30	:30
3:00	3:00	3:00 EDUC 1300	3:00 Coaching	3:00	3:00	3:00
:30	:30	:30	:30	:30	:30	:30
4:00	4:00	4:00 Office Hour	4:00	4:00	4:00	4:00
:30	:30	:30	:30	:30	:30	:30
5:00 Dinner & Clean Up	5:00 Commute	5:00 Class Tasks	5:00 Commute	5:00 Commute	5:00 Commute	5:00 Dinner & Clean Up
:30	:30 Dinner & Clean Up	:30	:30 Dinner & Clean Up	:30	:30	:30
6:00	6:00 Laundry	6:00 EDUC Support	6:00 Laundry	6:00 Laundry	6:00	6:00
:30	:30	:30	:30	:30	:30 Date Night	:30
7:00	7:00	7:00 Commute	7:00	7:00	7:00	7:00
:30	:30	:30 Dinner	:30	:30	:30	:30
8:00	8:00	8:00 Laundry	8:00	8:00	8:00 Laundry	8:00
:30	:30	:30	:30	:30	:30	:30
9:00	9:00	9:00	9:00	9:00	9:00	9:00
:30	:30	:30	:30	:30	:30	:30
10:00 ↓ sleep	10:00 ↓ sleep	10:00 ↓ sleep	10:00 ↓ sleep	10:00 ↓ sleep	10:00 ↓ sleep	10:00 ↓ sleep
:30	:30	:30	:30	:30	:30	:30
11:00	11:00	11:00	11:00	11:00	11:00	11:00
:30 ↓ sleep	:30 ↓ sleep	:30 ↓ sleep	:30 ↓ sleep	:30 ↓ sleep	:30 ↓ sleep	:30 ↓ sleep