## Study Skill Workshop #3: Organizing Your Study Time Workshop – Part 2

		<u>Sample C</u>	<u>Completed</u> Time	e Management 8	Schedule		
	SUN. /	MON.	TUE. /	WED. /	THUR. /	FRI. /	SAT. /
6 – 7am	SLEEP	SLEEP	SLEEP	SLEEP	SLEEP	SLEEP	SLEEP
7 – 8 am							
8 – 9 am							
9 – 10 am		BIO. 60		BIO.60			
10 -11 am	TRAVEL		ENG. 105		ENG. 105		
11 – 12pm	CHURCH						TRAVEL
12 – 1pm							WORK
		POLI.SCI.		POLI. SCI.		SPEECH	
1 – 2pm	FAMILY						
2 – 3pm		<b>_</b>	TRAVEL WORK	<b>_</b>	TRAVEL WORK		
3 – 4pm							
4 – 5pm		FAMILY		FAMILY			
5 – 6pm							
6 – 7pm							TRAVEL
7 – 8pm	TV		TRAVEL	<b></b>			
8 – 9pm			TV	TV			
9 – 10pm					TRAVEL	OUT WITH FRIENDS	
10 – 11pm							
11 – 12pm	BED	BED	BED	BED	BED		
			CLASS SC	CHEDULE			
					WEEKLY HRS.	STUDY HRS.	
		CLASS	DAY (S)	TIMES	IN CLASS	NEEDED	
		POLI. SCI. 1	MW	12:30-2:00	3	6	
		SPEECH 10 BIO. 60	F M W	12:30-2:00 9:00-11:00	3 4	6 8	
		ENG. 105	T TH	10:00-12:00	4 4	8	
					(14)		
					TOTAL:	(28)	

Sample Completed Time Management Schedule

Work Hours - (18)

[by SB, revised 8/2011]

## **Time Management Schedule**

6 - 7am	. /
7 - 8 am	
8 - 9 am	
9 - 10 am	
10-11 am   10   10   10   10   10     11 - 12pm   10   10   10   10   10     12 - 1pm   10   10   10   10   10     1 - 2pm   10   10   10   10   10     2 - 3pm   10   10   10   10   10     3 - 4pm   10   10   10   10   10     4 - 5pm   10   10   10   10   10     7 - 8pm   10   10   10   10   10     10 - 11pm   11   12   10   10   10   10     11 - 12pm   11   12   10   10   10   10   10     11 - 12pm   11	
11 - 12pm	
12 - 1pm	
1 - 2pm	
2 - 3pm	
3 - 4pm	
4 - 5pm	
5 - 6pm	
6 - 7pm	
7 - 8pm   Image: state of the state of	
8 - 9pm	
9 - 10pm	
10 - 11pm   11 - 12pm   Image: style="text-align: center;">Image: style="text-align: center;">Image	
11 - 12pm Image: Class schedule Image: Class schedule   WEEKLY HRS.	
CLASS SCHEDULE WEEKLY   WEEKLY HRS.	
WEEKLY HRS. STUDY HRS.	
HRS. STUDY HRS.	
TOTAL:	