

WEEKLY SCHEDULE WORKSHEET

- Begin by marking off the hours of each day you are in class.
- Next, schedule pre-class study times for each of your courses.
- Schedule about 15-30 minutes as soon as possible after the class for reviewing material covered.
- Record on your schedule time for studying and completing assignments.
 - Study 2 hours per credit hour for an easy class
 - Study 3 hours per credit hour for an average class
 - Study 4 hours per credit hour for a hard class
 - Example: (Calculus 4 class credits x 4 hours of study = 16 hours of outside of class studying/work per week)
- Then list times you are in meetings, recreation, eating, travel, and work. Keep your schedule in a place that is noticeable (put it on your desk or wall).

Week of _____

TIME	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
7am							
7:30am							
8am							
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