

Time Analysis Exercise

Write down the number of hours you typically spend on the activities below, and calculate your total. There are **168 hours in a week**. Do you have a big enough buffer for the unexpected?

Activity	Total hours per week (on average)
Sleep	
Preparing and eating meals	
Classes	Number of classes _____ X 2.5 hrs (avg) = _____
Labs	
Studying: Budget 2 hrs of studying* for each hr you are in class.	_____ (class time) X 2 hrs homework = _____
Exercise	
Hygiene	
Work	
Transportation	
Family	
Friends	
Other (hobbies, time for reflection)	
Total:	

*Studying includes: reading your textbooks, preparing for class, reviewing class notes, working on assignments and studying for test.

Need help with improving your time management skills? Contact your academic strategist for support!

Justine Boughen ▪ Academic Strategist(C235) ▪ jboughen@mhc.ab.ca ▪ 403-504-2247