



Organizing Your Time

Students who make the better grades in college do so because they are better organized. At the very beginning of the semester, they have determined a schedule as to when they will study for each of their courses. As experienced students, they know that for three-hour credit courses, they must study a **minimum of six hours each week**. The following schedule will help to organize your time.

On the schedule below specify the following (it helps to use different colored pens or markers):

- Classes: Write the name of each of your courses in the appropriate time slots.
- Work: Indicate with a W the time boxes you are at work.
- Study: Show with an S the 6 hours you will study for each course.
Also write the name of the course studied in that time block.

TIME	MON	TUE	WED	THU	FRI	SAT	SUN
7-8							
8-9							
9-10							
10-11							
11-12							
12-1							
1-2							
2-3							
3-4							
4-5							
5-6							
6-7							
7-8							
8-9							
9-10							
10-11							
11-12							

