

# Time Management - Weekly Studying Chart

Utilize this worksheet to determine if you are spending enough time studying each week for your classes. You should study at least 2 hours each week for every 1 credit hour of class. Example: For a 3 credit hour class, you should study at least 6 hours each week.

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**INSTRUCTIONS:** Write/Type in the course names for your current semester courses. During the week, check a box for every 30 minutes of studying you do for each course (i.e. **each box counts toward 30 min of studying**). By the end of the week, all 12 boxes should be checked for a 3 credit hour course, totalling 6 hours of study time.

<b>Course 1:</b>	<b>Course 2:</b>	<b>Course 3:</b>	<b>Course 4:</b>	<b>Course 5:</b>	<b>Course 6:</b>
30 min	30 min	30 min	30 min	30 min	30 min
1 hr	1 hr	1 hr	1 hr	1 hr	1 hr
1.5 hrs	1.5 hrs	1.5 hrs	1.5 hrs	1.5 hrs	1.5 hrs
2 hrs	2 hrs	2 hrs	2 hrs	2 hrs	2 hrs
2.5 hrs	2.5 hrs	2.5 hrs	2.5 hrs	2.5 hrs	2.5 hrs
3 hrs	3 hrs	3 hrs	3 hrs	3 hrs	3 hrs
3.5 hrs	3.5 hrs	3.5 hrs	3.5 hrs	3.5 hrs	3.5 hrs
4 hrs	4 hrs	4 hrs	4 hrs	4 hrs	4 hrs
4.5 hrs	4.5 hrs	4.5 hrs	4.5 hrs	4.5 hrs	4.5 hrs
5 hrs	5 hrs	5 hrs	5 hrs	5 hrs	5 hrs
5.5 hrs	5.5 hrs	5.5 hrs	5.5 hrs	5.5 hrs	5.5 hrs
6 hrs	6 hrs	6 hrs	6 hrs	6 hrs	6 hrs

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If you study more than 6 hours for a course each week, great! You can keep track or just give yourself a reward for going beyond the minimum studying requirements.