

Time Budget



Master your own schedule!

Start with a blank TB sheet

Time Budget Sheet							
Time	Mon	Tue	Wed	Thu	Fri	Sat	Su
7:00 am							
7:30							
8:00							
8:30							
9:00							
9:30							
10:00							
10:30							
11:00							
11:30							
Noon							
12:30							
1:00							
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2:00							
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3:00							
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11:30							
Midnight							

- You can get these at the Counseling Center
- You can also make a TB sheet yourself in Excel or Word

Put in classes

Time	Mon	Tue	Wed	Thu	Fri	Sat	Su
7:00 am							
7:30							
8:00							
8:30							
9:00	MATH		MATH		MATH		
9:30		ENGLISH		ENGLISH			
10:00							
10:30							
11:00							
11:30							
Noon	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH		
12:30							
1:00	HISTORY		HISTORY		HISTORY		
1:30							
2:00		CHEM		CHEM			
2:30							
3:00	CHEM						
3:30	LAB						
4:00							
4:30							
5:00							
5:30							
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10:30							
11:00							
11:30							
Midnight							

- Check your schedule and put in all your classes
- Also put in regular weekly meetings, appointments, or work schedule
- Notice the lunch hour is held. Being hungry in the afternoon will make it hard to concentrate.

Study times

Time Budget Sheet

Consider: class/lab, employment, religious activities, exercise, study, dining, socializing, etc.

Time	Mon	Tue	Wed	Thu	Fri	Sat	Su
7:00 am							
7:30							
8:00							
8:30	M-STUDY		M-STUDY		M-STUDY		
9:00	MATH		MATH		Math		
9:30		ENGLISH		ENGLISH			
10:00							
10:30	M-STUDY		M-STUDY		M-STUDY		
11:00							
11:30							
Noon	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH		
12:30							
1:00	HISTORY		HISTORY		HISTORY		
1:30							
2:00		CHEM		CHEM			
2:30							
3:00	CHEM						
3:30	LAB						
4:00							
4:30							
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11:00							
11:30							
M'dnight							

- Identify how much time you need for each class.
- Typically, 2-3 hours of study time for each hour you are in class
 - For a three credit course: 6-8 hours per course, per week
 - For a four credit course: 8-12 hours per course, per week
- Here are the study times for MATH
- Time before class can be review, time after can be for completing assignments and general study time.

Study times

Time Budget Sheet

Consider: class/lab, employment, religious activities, exercise, study, dining, socializing, etc.

Time	Mon	Tue	Wed	Thu	Fri	Sat	Su
7:00 am							
7:30							
8:00		E-STUDY		E-STUDY			
8:30	M-STUDY		M-STUDY		M-STUDY		
9:00	MATH		MATH			Math	
9:30		ENGLISH		ENGLISH			
10:00							
10:30	M-STUDY		M-STUDY		M-STUDY		
11:00		H-STUDY		H-STUDY			
11:30							
Noon	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH		
12:30							
1:00	HISTORY	C-STUDY	HISTORY	C-STUDY	HISTORY		
1:30							
2:00		CHEM	H-STUDY	CHEM	H-STUDY		
2:30	C-STUDY						
3:00	CHEM						
3:30	LAB						
4:00	C-STUDY	C-STUDY	C-STUDY	C-STUDY			
4:30							
5:00							
5:30	E-STUDY		E-STUDY				
6:00							
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11:00							
11:30							
Midnight							

- Here are the rest of the study times.

- If you know a class is hard for you, add an additional $\frac{1}{2}$ to full hour in per week.
- If a class feels easy to you, drop $\frac{1}{2}$ hour per week until you have your first exam and see how you actually perform.

- Leave space to reasonably get from class to study location

- Note: For most people, an apartment or dorm room is NOT a good study location

Other Notes

Time Budget Sheet

Consider: class/lab, employment, religious activities, exercise, study, dining, socializing, etc.

Time	Mon	Tue	Wed	Thu	Fri	Sat	Su
7:00 am							
7:30							
8:00		E-STUDY		E-STUDY			
8:30	M-STUDY		M-STUDY		M-STUDY		
9:00	MATH		MATH			Math	
9:30		ENGLISH		ENGLISH			
10:00							
10:30	M-STUDY		M-STUDY		M-STUDY		
11:00		H-STUDY		H-STUDY			
11:30							
Noon	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH		
12:30							
1:00	HISTORY	C-STUDY	HISTORY	C-STUDY	HISTORY		
1:30							
2:00		CHEM	H-STUDY	CHEM	H-STUDY		
2:30	C-STUDY						
3:00	CHEM						
3:30	LAB						
4:00		C-STUDY	C-STUDY	C-STUDY	C-STUDY		
4:30							
5:00							
5:30	E-STUDY		E-STUDY				
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11:30							
Midnight							

- Try to keep evenings and weekends free (for stress management).
- Treat college like a job and get work done during normal business hours.
- Adjust your study times ON PAPER if you need to
 - e.g., if Friday afternoon is not realistic for you to study, move those times to earlier in the week.
- Aim for 90% compliance with your schedule. No one is perfect.