Where Does Your Time Go?

Worksheet

Estimate the number of hours you spend on each activity:

Average number of hours of sleep each night

\[ \text{____ x 7 = ____} \]

Average number of hours spent grooming each day

\[ \text{____ x 7 = ____} \]

Average number of hours for meals/snacks each day

\[ \text{____ x 7 = ____} \]

Travel time (to/from campus, walking between classes, etc.) per week:

\[ = ____ \]

Average number of hours you watch TV or play video games per day

\[ \text{____ x 7 = ____} \]

Average number of hours on the computer for activities not related to your coursework

\[ \text{____ x 7 = ____} \]

Average number of hours on the phone (talking, texting or other activity) per day

\[ \text{____ x 7 = ____} \]

Average number of hours per week for regular activities (athletics, volunteer work, intramurals, church, clubs, etc.)

\[ = ____ \]

Number of hours in class per week

\[ = ____ \]

Average number of hours utilizing university resources (Academic Advising, The Learning Center, faculty office hours, tutoring, etc.) per week

\[ = ____ \]

Average number of hours reading, studying and completing assignments outside of class per week

\[ = ____ \]

Average number of hours per week relaxing, exercising or taking time for yourself

\[ = ____ \]

Average number of hours per week with friends and family

\[ = ____ \]

Average number of hours per week of errands, etc.

\[ = ____ \]

Total =

There are 168.0 hours in a week.

Do you have enough hours in the week to complete all of your activities?

If you do not have enough hours, prioritize your activities from 1-14 with 1 being the most vital activity.

See if you can reduce the hours spent on less vital activities.