STUDENT PERSONAL TIME ANALYSIS

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The purpose of this worksheet is to give you an idea of whether or not there is enough time available to you to succeed in the course of study you have selected and still have sufficient time for your other obligations and a reasonable amount of leisure.

Human beings vary greatly. Thus, there are no absolute rules regarding the results of this instrument. However, if the final computation on this worksheet indicates you have ten (10) or fewer "hours available," you should discuss the results with your advisor or counselor.

Step:

1. Total hours in a week.....168

2. Estimate the hours you spend each day in necessary activities such as: eating, traveling, dressing, etc.; multiply that figure by 7. 7 x _____ = _____

3. Estimate your average hours of sleep per night and multiply by 7. 7 x _____ = _____

4. The approximate hours you spend at a paid job and/or family obligations, i.e., homemaking, babysitting siblings. _____

5. Total the number of hours you spend each week in classes and labs. _____

6. To determine how many hours you need to study, multiply the answer to Number 5 by 2. 2 x _____ = _____

7. Total the answers to Numbers 2, 3, 4, 5, and 6. _____

8. Subtract the answer to Number 7 from 168. 168 - _____ = _____

This last figure represents the "hours available" which you have for everything else in your life – social events, recreation, organizations, hobbies, etc. You should probably have at least 10 hours for these things. If you have fewer "hours available," check your figures carefully. If they are accurate, you might want to discuss your course load and other obligations with your counselor or advisor.