

WEEKLY TIME GRID



To help you manage your time, it can be helpful to put a typical week into perspective to see where you are spending your time. First, block out the time where you have regular occurrences (classes/work). Then, write down your responsibilities (coursework, clubs, study topics, and personal time). Give each responsibility a unique color. Finally, block off your responsibilities using the appropriate color.

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
5 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
6 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
7 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
8 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
9 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
10 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
11 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
Noon	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
1 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
2 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
3 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
4 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
5 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
6 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
7 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
8 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
9 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
10 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
11 pm	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
Midnight	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30
1 am	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30	:00 :30

Responsibilities

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>