

Time Management Schedule

Fill in the blank schedule and put a total number of study hours at the bottom.

Use different colors to note similar daily events, for example fill in all time blocks for work in **Blue**, **Red** for daily tasks , **Yellow** for class time, and **Green** for study time.

Save your file and print it out in color, or print it out and then color it by hand.

Use the worksheet tabs below to move to the "Blank Schedule" to start or to see a sample schedule.

Time Schedule Sample

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6-7 am							
7-8 am							
8-9 am							
9-10 am							
10-11 am							
11-12 pm							
12-1 pm							
1-2 pm							
2-3 pm							
3-4 pm							
4-5 pm							
5-6 pm							
6-7 pm							
7-8 pm							
8-9 pm							
9-10 pm							

Class	Days	Time	Units	Study Time
		Total		24 hrs.