

**Weekly Time Use**

**Total Time Available = 168 hrs/wk**

Activity	Number of Hours/ Day	Number of Hours/Week
Sleep		
Meals: cooking and eating		
Personal Hygiene		
Travel (to/from campus; going 'home' on weekends)		
Going to classes		
Study time		
Personal Communication: MSN, Email, Phone		
Socializing with friends		
Job		
Volunteer work		
Extra curricular activities		
Watching TV, movies		
Exercise		
Errands e.g. laundry, groceries		
Other:		
<b>TOTAL TIME USED</b>		

**Instructions:**

1. Monitor: Estimate how much time you spend on all your weekly activities out of a maximum of 168 hours/ week.
2. Analyze: Are you satisfied with the amount of time spent on each activity both daily and weekly? On which are you spending too much or too little time?
3. Revising: What do I want to change? Continue doing? Not sure yet?

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