

Weekly time use chart

Total time available: 168 hours per week

Activity	# of hours / day	# of hours / week
Sleep		
Meals (cooking and eating)		
Personal hygiene		
Travel (to/from campus; going out of town on weekends)		
Time spent in class, labs, tutorials		
Homework, studying, assignments		
Personal communication (email, phone, FB chat, texting, etc.)		
Socializing with friends in person		
Job		
Volunteer work		
Extra-curricular activities		
Watching TV, movies		
Exercise / sport		
Errands (laundry, groceries, etc.)		
Other:		
Total time used:		

Instructions:

- Estimate how much time you spend on all your weekly activities (max: 168 hours / week).
- Are you satisfied with the amount of time spent on each activity, both daily and weekly? Where might you be spending too much or too little time?
- What do you want to change? Continue doing?
- For help managing your time, see sass.queensu.ca or book an appointment with a learning strategist.