|  |  |  |
| --- | --- | --- |
| IMPORTANT | URGENT | NOT URGENT |
| Submission of professional profile, CV, cover letter, analytical writing essay, learning styles and brain orientation [all by 15 of September.] | The draft of CV, cover letter, analytical writing essay, learning styles and brain orientation |
| Engineering Chemistry practicals every Friday | Draft of task (05/06/2021) |
| Physics practicals every Wednesday | Attending study group everyday by 17:00 |
|  | Preparing for my practical every Sunday |
| Applied Communication Skills 1.1 semester 1 | Attending church |
| Physics and Maths practices every Monday | Watching tutorial videos on YouTube whenever I come across a chapter that I do not understand |
| Mathematics (semester test 2 on the 7th of June 2021) | Preparing for my classes every morning |
| Physics (semester test 2 on the 7th of June 2021 ) | Exercising  Learning other language  Reading short stories  Research |
| NOT  IMPORTANT | WhatsApp, Facebook and twitter | Romantic relationship |
| Receiving emails | Playing video games |
| Receiving party calls | Watching television |
| Going window shopping with friends | Attending parties |
| Having unexpected visitors |  |