Mapping Your Time

Managing your time in college can be a conundrum. Sometimes you will feel like you have no time for anything but classwork and other times you will be surprised at how much “free time” you have. Relatedly, you may at times feel like there is no “extra” time to get involved in on- or off-campus organizations or activities, whereas at other times it may feel like you can do everything. Getting a better understanding of what you are doing with your time and how much “free” time you have may help you stay on task better or see that you can get involved in a club that you are interested in.

1. For this exercise, we will focus on a typical week (some weeks will be more or less busy, but try to think about or imagine what will be typical or usual for you). Thus, for a typical week, mark the times that will typically do the following items on the grid on the following page and count the total hours spent on each (note that each square is 0.5 hours).

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| **Activity** | **Hours** |
| Sleeping (ideally). |  |
| Eating. |  |
| Getting ready (i.e., preparing for the day in the morning, preparing to sleep at night). |  |
| Commitments to other non-academic activities (e.g., related to athletics, work, volunteering). |  |
| **TOTAL** |  |

1. A general rule-of-thumb is to study or do out-of-class work for 2-3 hours per week for each hour per week in class. List below the number of hours you will be in class and the number of hours you plan to study or do class work outside of class per week. Mark our class times on the grid and, if you know times that you will plan to do out-of-class work, then mark those on the grid.

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| **Activity** | **Hours** |
| In classes |  |
| Out-of-class study. |  |
| **TOTAL** (*also include hours from #1 above*) |  |

1. Subtract the total hours committed above from the total hours available during a week. How much time do you have in a typical week that is not committed to the items above?
2. The amount of time calculated in #3 above is the amount of time that you have for other things (e.g., working out, doing things for fun and to relieve stress, being involved in a club or organization, volunteering). Some people like to schedule times for some of these “fun” things that are important to them (e.g., working out). If that is the case for you, then mark times on the grid for these items.
3. Does your grid and calculations make you feel like you have too little or too much “free” time?
4. In these first two weeks of classes, what have you done with your “free” time between classes, in the evenings, or on the weekends? How do you think that will change as your classes get going in full?

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