



Capturing Time

Where does your time go?

Using the following outline of activities that students generally engage in, write down the number of hours that you estimate you spend on each activity during a typical week. Add up the number of hours in the total boxes at the end of each section to see how much time you spend doing certain types of activities. Tally your grand total at the bottom of this sheet. Note that a well-balanced weekly schedule for most full time students should include 56 hours of sleep, 56 hours of academic activities, and 56 hours of other activities (personal maintenance, social/recreational and miscellaneous activities).

PERSONAL MAINTENANCE	
Activity	Hours
Cooking/eating	
Grooming (e.g., brushing teeth, shaving, showering)	
Laundry, other chores	
Sleep (including naps)	
Exercise	
Other	
TOTAL	

SOCIAL/RECREATIONAL	
Activity	Hours
Watching TV/movies	
Parties, bars	
Games, sports	
Leisure Reading	
E-mail, internet	
Visiting family/friends	
Shopping	
Family Responsibilities	
Other	
TOTAL	

ACADEMICS	
Activity	Hours
Class	
Labs	
Tutorials	
Study groups	
Other	
TOTAL	

MISCELLANEOUS	
Activity	Hours
Working	
Hobbies	
Volunteer activities	
Transportation/commute time	
Other	
TOTAL	

GRAND TOTAL	
Add hours added up.	
**Note: should not exceed 168 hours (total number of hours in a week)	

**Adapted from: LASSI – Learning and Study Strategies Inventory*

