

How Do You Use Your Time?

Do you always feel busy and never get your homework done in time? Do you have a part time job, hobbies or sports that take up a lot of your time? Do this exercise to find out how you use your time. It will help you review whether you are trying to do too much, as well as helping you consider where your priorities are.

First of all use colour coding or shading to give each of the blocks in the grid below a key. The last two are for your own headings.

Sleep	Social life	Job	Eating, t.v., relaxing at home	School/College	Independent study/home learning	Other....	Other....
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Now indicate how you use your time by colouring in the timeslots with the appropriate coding. Base your plan on an average week and round the hours up.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 am							
2 am							
3 am							
4 am							
5 am							
6 am							
7 am							
8 am							
9 am							
10 am							
11 am							
12 pm							
1 pm							
2 pm							
3 pm							
4 pm							
5 pm							
6 pm							
7 pm							
8 pm							
9 pm							
10 pm							
11 pm							
12 am							

Does your independent study and home learning time add up to the amount your school / college says you should be doing (if you aren't sure use an hour a week per subject at GCSE and 4 hours a week for A level as a guide)

Are the time slots available for independent study and home learning suitable for this type of work?

What changes do you need to make in order to be sure you have sufficient time to meet your independent study and home learning commitments?