



# Time Management

There are only so many hours in a week! Let's calculate how many hours you spend in class, studying, eating, working, grooming, exercising and sleeping in order to assess your personal use of time management. From there, you can see how much time remains for extra activities such as socializing and personal time.

WE ALL START WITH...	168 HOURS	(EXAMPLE)
<b>CLASSES:</b> Number of hours of classes?		<b>15</b>
<b>Subtotal:</b>		<b>153</b>
<b>STUDY:</b> Number of credits x2?		<b>15 x 2 = 30</b>
<b>Subtotal:</b>		<b>123</b>
<b>EAT:</b> Number of hours per day x7?		<b>3 x 7 = 21</b>
<b>Subtotal:</b>		<b>102</b>
<b>WORK:</b> Number of hours per week?		<b>20</b>
<b>Subtotal:</b>		<b>82</b>
<b>GROOM:</b> Number of hours per day x7?		<b>1 x 7 = 7</b>
<b>Subtotal:</b>		<b>75</b>
<b>EXERCISE:</b> Number of hours per week?		<b>3</b>
<b>Subtotal:</b>		<b>72</b>
<b>SLEEP:</b> Number of hours per night x7?		<b>7 x 7 = 49</b>
<b>Subtotal:</b>		<b>23</b>
<b>OTHER:</b> Number of hours per week?		<b>5</b>
<b>Time left for flexible scheduling:</b>		<b>18</b>

