Time Management Worksheet

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| --- | --- |
| School Activities | Average Hours/Week |
|  Classes | 23 (21 if taking six classes) |
|  Community time, advisory, lunch | 9 |
|  Homework: |  |
|  English |  |
|  History |  |
|  Languages |  |
|  Math |  |
|  P. E. |  |
|  Science |  |
|  Other |  |
| Total school hours |  |
| Extracurricular Activities |  |
|  Athletics |  |
|  Performing Arts |  |
|  Paid job |  |
|  Community service |  |
|  Hobbies and interests |  |
| Total extracurricular hours |  |
| Daily Living Activities |  |
|  Sleep | 63 |
|  Personal (eating, shower, chores, etc.) |  |
|  Family Time |  |
|  Free Time |  |
| Total daily living hours |  |
|  |  |
| Total Hours School: Extracurricular Activities: Daily Living: Your Total Hours: | Available Hours/Week**Maximum Hours: 168** |

*Adapted from Miramonte High School, Acalanes School District, Orinda, CA*

*Via ChallengeSuccess,* [*http://www.challengesuccess.org/*](http://www.challengesuccess.org/)