

Where Does the Time Go?

A week has 168 hours. Estimate where yours go, see what is left, and compare it with what your classes ask for. Then log one real week on the grid overleaf and check your estimates against it.

Activity	Hours per day		Days per week	Hours per week
Sleep Include naps.		×		
Meals Making, eating and cleaning up.		×		
Getting ready Showering, dressing, personal care.		×		
Commuting Door to door, including parking and walking.		×		
Classes and labs Scheduled class time each week.	enter weekly hours →			
Paid work Shifts, including travel to them.	enter weekly hours →			
Chores and errands Laundry, shopping, cleaning.		×		
Family and caregiving Kids, relatives, pets.	enter weekly hours →			
Activities Exercise, clubs, faith, volunteering.	enter weekly hours →			
Friends, screens and downtime Be honest. Everyone needs some.		×		
Other Anything else that takes your time.		×		

A. Total committed hours (add the last column)	
B. Hours left for studying: 168 minus A	
C. Study hours your classes expect: class hours × 2 (a common minimum; see note)	
D. B minus C. If this is negative, something on the list has to give.	

Note: U.S. federal rules define one credit hour as roughly one hour of class plus at least two hours of out-of-class work each week across a semester (34 CFR 600.2). Your courses may ask for more or less. The time budget idea follows the long-running Virginia Tech Cook Counseling Center "Where Does the Time Go?" self-help exercise.

What I will change

168-Hour Log

Fill in what you actually did, an hour at a time, as close to the moment as you can. Codes: **Sl** sleep · **Cl** class · **St** study · **W** work · **M** meals · **T** travel · **F** friends and family · **Sc** screens · **E** exercise · **O** other.

Hour	Mon	Tue	Wed	Thu	Fri	Sat	Sun
6 a.m.							
7 a.m.							
8 a.m.							
9 a.m.							
10 a.m.							
11 a.m.							
12 p.m.							
1 p.m.							
2 p.m.							
3 p.m.							
4 p.m.							
5 p.m.							
6 p.m.							
7 p.m.							
8 p.m.							
9 p.m.							
10 p.m.							
11 p.m.							
12 a.m.							
1 a.m.							
2 a.m.							
3 a.m.							
4 a.m.							
5 a.m.							