## Chart 12: Time Management

Use this chart to keep track of your class times, work schedules, and appointments, and to help you plan your studying and free time.

|  | Sun. | Mon. | Tues. | Wed. | Thurs. | Fri. | Sat. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 8:00 |  |  |  |  |  |  |  |
| 9:00 |  |  |  |  |  |  |  |
| 10:00 |  |  |  |  |  |  |  |
| 11:00 |  |  |  |  |  |  |  |
| 12:00 |  |  |  |  |  |  |  |
| 1:00 |  |  |  |  |  |  |  |
| 2:00 |  |  |  |  |  |  |  |
| 3:00 |  |  |  |  |  |  |  |
| 4:00 |  |  |  |  |  |  |  |
| 5:00 |  |  |  |  |  |  |  |
| 6:00 |  |  |  |  |  |  |  |
| 7:00 |  |  |  |  |  |  |  |
| 8:00 |  |  |  |  |  |  |  |
| 9:00 |  |  |  |  |  |  |  |
| 10:00 |  |  |  |  |  |  |  |

Download this handout.

