

Where Does My Time Go?

Most faculty members at the University of Arkansas assume that you will spend a minimum of 2 hours outside of class for every hour in class. On a weekly basis, you may need to spend more time or a little less depending on the class and your background in that subject.



Using your *My 168 Hour Time Log*, answer these 10 questions to determine how you actually spend your time.

Where is your time going?

If you are enrolled in 15 credit hours, the following is the number of hours you need for class and study time.

$$\begin{array}{r}
 15 \times 2 = 30 \text{ hours studying} \\
 + 15 \text{ hours in class} \\
 \hline
 45 \text{ hours}
 \end{array}$$

- ? Hours spent preparing for bed and sleeping
- ? Hours spent preparing meals and eating
- ? Hours spent on cleaning (laundry, cleaning your dorm room/apartment, etc.)
- ? Hours spent exercising (include warm-up and clean-up)
- ? Hours spent in class
- ? Hours per week studying (individually, study group, Supplemental Instruction, etc.)
- ? Hours spent at work per week
- ? Hours spent participating in campus activities (clubs, fraternity/sorority activities, football-track-baseball-basketball-softball games or meets)
- ? Hours spent with friends
- ? Other commitments

Grand Total:

(Remember there are only 168 in a week)

After taking a closer look at how you spend your time, examine how you **want** to spend your time. Consider what you must do (eat, sleep, attend class, study) and what is most important to you. The time spent on these activities should be your priority and, if you have more activities during the week than time available, reduce or eliminate those that are not required or are not as important to you.