

Record the hours you study each day and the total for each week. Remember, the rule-of-thumb is: two hours outside class per unit per week. This includes doing homework, writing reports and papers, preparing for presentations, and studying for exams. You must manage your time effectively and be the overall judge of the quality and quantity of your study.

**STUDY LOG \_\_\_\_\_ QUARTER**

Week	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Total Hours
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
Finals								

**ACADEMIC DAILY PLANNER/CLASS AND STUDY TIMES**

Time	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
7:10 a.m.							
8:10 a.m.							
9:10 a.m.							
10:10 a.m.							
11:10 a.m.							
12:10 p.m.							
1:10 p.m.							
2:10 p.m.							
3:10 p.m.							
4:10 p.m.							
5:10 p.m.							
6:10 p.m.							
7:10 p.m.							
8:10 p.m.							
9:10 p.m.							
10:10 p.m.							
11:10 p.m.							
Midnight							
1:10 a.m.							
2:10 a.m.							
3:10 a.m.							
4:10 a.m.							
5:10 a.m.							
6:10 a.m.							