



When Can I Study?

Schedule Activity

Record Your Day

Record your daily routine from when you wake up until bedtime. It's most helpful to track for an entire week to get an idea of how you're managing your time. You can use the table below to get started. In the third column, please record how you're feeling at that time of day. For example, "energized/focused," "distracted," "operating at 70% capacity."

The goal is to identify pockets of time where you can focus on your studies while also determining when you're functioning at your best. Are there periods you might be spending more time on an activity that you could allocate to your studies instead? When do you have the most energy to tackle the next project or presentation? Use this as a guide to help you consider the ways in which you can plan your studies most effectively.

EXAMPLE

Time	Activity	How do you feel?
6:00 AM	Wake up, coffee, read news	Tired
7:00 AM	Workout + shower	Energized
8:00 AM	Log-in to check emails	Focused
9:00 AM	Begin meetings	Focused

Time	Activity	How do you feel?