



## PLANNING & TIME MANAGEMENT EXERCISE

In thinking about the whole day and the whole child, we ask you not to consider course planning in a vacuum. The reality of high school is that you do not do just academics, and individual classes must be considered in the context of other academic courses, co-curricular activities, extra-curricular activities, and out of school pursuits. It is in this spirit that we put together this worksheet, so that students, parents and advisors can add this important discussion to the course selection process.

**Homework bearing courses:** (In general, students find that five homework bearing courses work well for their individual schedule.)

1. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

2. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

3. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

4. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

5. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

6. \_\_\_\_\_ Est. class prep time \_\_\_\_\_ Est. assessment prep time \_\_\_\_\_

Non-Homework bearing classes:

\_\_\_\_\_

Other school requirements (PE, Health, Writing Lab, Life Skills)

\_\_\_\_\_

Other major school commitments: (Sports, drama, dance, other)

\_\_\_\_\_ Total Hours per week \_\_\_\_\_

Major out of school commitments (travel/elite team, job, religious, music, driver's ed, other)

\_\_\_\_\_ Total Hours per week \_\_\_\_\_

Clubs/Community Service: \_\_\_\_\_ Total Hours per week \_\_\_\_\_

Relaxation/Down time/Unscheduled time: \_\_\_\_\_ Total Hours per week \_\_\_\_\_