Schedules for Making College Life Easier

This document includes three different schedules. Copy and paste the ones you need into their own documents or use them all here. The Semester Schedule helps me see, at a glance, the big assignments that I have to do over the course of the semester. The Weekly Work & Class Schedule helps me see, at a glance, what days I have to work. I also use it to schedule study times for myself (such as during a free block on Tuesdays and Thursdays). The Detailed Work Schedule helps me organize the weeks where I have a lot of deadlines or meetings. I give myself step-by-step deadlines on big projects so that I stay on top of things.

Semester Schedule (Overview)

This helps me see, at a glance, the big assignments that I have to do over the course of the semester . I write the major assignments that are due in **bold**.

Week + Date	CLASS A	CLASS B	CLASS C	CLASS D	CLASS E
0.					
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

I use this to help me see, at a glance, what days I have to work. I also use it to schedule study times for myself (such as during a free block on Tuesdays and Thursdays). You might wish to delete Saturday and Sunday if you don't want to schedule work those days.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00 AM							
9:00							
11:00							
1:00							
3:00							
5:00							
7:00 PM							

Detailed Work Schedule

I use this to help me organize the weeks where I have a lot of deadlines or meetings. I give myself step-by-step deadlines on big projects so that I stay on top of things (such as have rough draft due, or meet with group) and give myself time to do my best work.

Week/Date	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday