

## TIME LOG WORKSHEET



Use this sheet to accurately account for your time throughout the week. Log your time throughout the day -- if you try to record it all at the end of the day, you'll have difficulty remembering how you spent your time.

Activity	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Class hours								
Study hours								
Sleep								
Meals/Eating								
Exercise								
Family								
Facebook or Random Internet								
TV, Movies, Videos								
Miscellaneous Personal								
Miscellaneous Recreation								
Commuting/Travel								
Other:								
<b>Total:</b>	<b>24 Hours</b>	<b>24 Hours</b>	<b>24 Hours</b>	<b>24 Hours</b>	<b>24 Hours</b>	<b>24 Hours</b>	<b>24 Hours</b>	

Check your math – each vertical column (i.e. Monday entries) should total 24 hours. Each activity (i.e. sleep) should be added horizontally to get your weekly total.