

Day of the week and date: \_\_\_\_\_

# Getting started...track your time

	Hygiene	Food	Classes	Studies	Work	Recreation	Personal	Sleep	other
12-1 am									
1-2 am									
2-3 am									
3-4 am									
4-5 am									
5-6 am									
6-7 am									
7-8 am									
8-9 am									
9-10 am									
10-11 am									
11 am-12 pm									
12-1 pm									
1-2 pm									
2-3 pm									
3-4 pm									
4-5 pm									
5-6 pm									
6-7 pm									
7-8 pm									
8-9 pm									
9-10 pm									
10-11 pm									
11 pm-12 am									

Fill out this **Time/Activity Log** for each day of the week, and look at how you are spending your time. Which activities take up most of your time? Are you satisfied with the way you are using your time? Can you see areas where you can improve?