

Time Analysis Sample

Joan Bell is an imaginary MRU student. Take a look at the time analysis she completed:

Activity	Total hours per week (on average)
Sleep	8 hours per night X 7 days per week = 56
Preparing and eating meals	30 min breakfast X 7 = 3.5 30 min lunch X 7 = 3.5 1 hour dinner X 7 = 7 Total: 14
Classes	5 classes X 3 hours each = 15
Studying	A good rule of thumb: budget 2 hours of studying* for each hour you are in class. If you have 5 classes/week, that's 15 hours in class. $15 \times 2 = \mathbf{30}$
Work	3 X 6-hour shift = 18
Transportation	To school: 30 min. each way X 5 days per week = 5 To work: 15 min. each way X 3 days per week = 1.5 Total: 6.5
Exercise	3
Friends	5
Family	5
Chores	5
Hygiene (showering, etc.)	7
Hockey	3
Total:	167.5

*Studying includes: reading your textbooks, preparing for class, reviewing class notes, working on assignments, studying for tests...

What does the breakdown tell us about this student's average week?

There are 168 hours in a week (24 hours/day X 7 days/week).

For Joan Bell, 167.5 of all available hours are scheduled. That leaves only half an hour of unscheduled time. This schedule is too tight! It's important to have more unscheduled hours because you never know what might come up unexpectedly.

Use the blank sheet to complete your own time analysis, and book an appointment with a Writing and Learning Strategist to discuss your findings.