

Name:\_\_\_\_\_ Date:\_\_\_\_\_ Class Hour:\_\_\_\_\_ Score:\_\_\_\_\_/10

### MANAGING MY TIME

In order to develop new interests and skills, you need to have an understanding of the time you have available in a day to commit to these tasks. Assessing the time, you spend on different things in a day, can help you to organize yourself and prioritize your daily activities.

Draw and section the blank clock face to show the amount of time (in hours) you spend each day doing different things.

### THINK ABOUT....

- School
- Hobbies
- Leisure activities
- \* Chores
- \* Sleep
- \* Daily Routines

### MY TYPICAL DAY



Let's Review.....

1. What does time management mean for me as a student?
2. How will I benefit from utilizing my time well?
3. What time management strategies can I use daily, to be a successful student?
4. What is a life well-lived, and will having time management skills help me accomplish this?
5. How will your student planner, help you manage your time well?
6. Why is it important for you to set goals for yourself?
7. What are the Five (5) Expectations for Navajo Language & Culture?