

Identify all your options!

(Some things really do happen here!)

This exercise will help you to recognize all the different options and competing responsibilities of daily college life. You don't have time for everything, you must learn to set priorities, and juggle, juggle, juggle!

Task 1. Estimate the amount of time that you spend in the following activities.

Task 2. Monitor the actual amount of time that you spend over the course of a few days or a week. Are there differences? How do you explain them?

Task 3. Use the A-B-C value system, described on the next screen, to help you stay focused.

Rating / ACTIVITY	Estimated Hours	Actual Hours
___ Sleeping	_____	_____
___ Eating	_____	_____
___ Attending Class	_____	_____
___ Studying / Researching / Reading	_____	_____
___ Grooming / Hygiene	_____	_____
___ Laundry / Cleaning	_____	_____
___ Exercise / Sports	_____	_____
___ Shopping / Errands	_____	_____
___ Walking / Transportation to & from	_____	_____
___ Listening to music / TV	_____	_____
___ Going Out / Hanging Out	_____	_____
___ Talking on the phone	_____	_____
___ Computing / e-mail / Internet	_____	_____
___ Working for money	_____	_____
___ Volunteering / Interning	_____	_____
___ Extracurricular Activities / Clubs	_____	_____
___ Praying / Meditating / Religious Activity	_____	_____
___ Other Personal Activity	_____	_____
TOTAL HOURS	_____	_____



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