

Five Fast Facts



Five Fast Facts about Time Management

High School vs. College

Fact 1

High school students' time is managed by the school - College students must manage time for themselves. High school students attend classes for approximately 30 hours per week and study for 6-12 hours outside of class. College students attend class for 12-15 hours per week and study outside of class for 17-45 hours per week. High school teachers often coach students to study, work on assignments, turn in homework, etc. College professors rarely coach their students in this way.

Long Term Time Management

Fact 2

	B.A.	A.A.
Cr	Years to Grad	
10	6.0	3.0
11	5.5	2.7
12	5.0	2.5
13	4.6	2.3
14	4.3	2.1
15	4.0	2.0
16	3.8	1.9
17	3.5	1.8
18	3.3	1.7

Take a long term look at time management. The table to the left shows the number of years it will take to graduate with a Bachelor's degree (B.A.) or Associate's degree (A.A.) depending on the number of credits taken each semester. Students able to take classes during the summer may graduate sooner. Are you ready to make the long term time commitment to go to college?

Short Term Time Management

Take a short term look at time management. The table below shows weekly time usage for a student taking 12 credits and studying 3 hours per credit.

Hours in a week (7x24)	168.0
8 hours sleep per night (7x8)	-56.0
1 hour per day grooming	-7.0
1 hour per day travel time	-7.0
2 hrs/day food prep, eating	-14.0
2 hrs/day recreation & exercise	-14.0
.5 hrs/day laundry & housekeeping	-3.5
Time in class	-12.0
Time studying	-36.0
Work	<u>-10.0</u>

Time for everything else **8.5 per week!**

Are you ready to make the daily time commitment to go to college?

Studying

Do college students really study 3 hours per credit? No. The average college student studies about half that (around 17 hours per week). It should be noted that the average student gets average grades. Students wanting better than average grades should plan more study time than the average student. Students using accommodations while studying, for example audio textbooks, require more time than students not using accommodations.

Time Management Skills

A quick, easy, and obvious way to build time management skills is to make a weekly schedule. Schedule every day of the week. Start with time commitments that can't be changed like classes, work, and appointments. Schedule wake-up, meals, and bedtime. Fill in with study time for each class noting tests, readings, assignments, etc. Schedule some time for physical activity. Do **NOT** schedule every minute of the day. Schedules should be realistic and "do-able". Overly full schedules become source of stress and are quickly discarded.