

# 168:

## How much time do you really have?

We can't change the fact that there are 168 hours in the week, but we CAN change how we use them. Use the following equation to determine if you are spending your time wisely.

### Time Commitments:

Sleep (___ hours per night x 7)	_____	Hours
Meals (___ hours per day x 7)	_____	Hours
Classes (including commute)	_____	Hours
Studying and Homework	_____	Hours
Work (including commute)	_____	Hours
Family and Friends	_____	Hours
Activities	_____	Hours
Extra Responsibilities	_____	Hours
Personal Care	_____	Hours
Free Time	_____	Hours
Other: _____	_____	Hours

**Total = \_\_\_\_\_ Hours**

(168 – Total = \_\_\_\_\_ Hours Remaining)

What does your **Total** say about your **Time**?

### **More than 168: You are too busy.**

There are simply not enough hours in the day for you to complete everything you wish. You may need to consider reducing the time you spend in certain areas or cutting activities out completely.

### **165-168: Consider cutting back.**

You are very busy. With a busy schedule comes less flexibility. You may want to consider cutting back in order to account for the unpredictability of life. If you can't cut back, create a detailed routine to follow every day.

### **165-less: Congratulations!**

Your time is very manageable! The next step is determining what goals you will accomplish with your time.